

# Report

City of Merritt  
REGULAR Council Meeting  
February 11, 2025

File Number: XXXX

**To:** Cynthia White, Chief Administrative Officer  
**From:** Linda Robinson, Manager Finance and Human Resources  
**Date:** February 4, 2025  
**Subject:** Grant in Aid Application Review

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## **RECOMMENDATION:**

**THAT Council review the 2025 Grant in Aid requests in Schedule A and provide the type, amount and payment timing for each approved application.**

## **Executive Summary:**

Council Policy Community Grant in Aid provides an opportunity to provide grants in aid to non-profit and community groups who demonstrate a funding need for a service or program that will benefit the community at large.

The 2025 applications [\$59,991] oversubscribe the budget of \$25,000.

## **Background:**

The Grant in Aid policy outlines that grants in aid are not intended to provide on-going support, includes provisions for Council to consider permissive tax exemptions when making funding decisions and identifies two funding classes, financial aid and in-kind. The attached schedule of applications will therefore note any applicants who have not received grant in aid funding in 2024, those who are not currently receiving a permissive tax exemption, and the type of aid requested. Council will review the Grant in Aid submissions and allocate funds at their discretion within the set budget amount. Council may request further information during deliberations.

Any Councilor wishing to recuse themselves to avoid a conflict of interest on an application should declare the intent prior to the motion or debate.

**Options / discussion**

1. Approve a 2025 Grant in Aid request in full.
2. Not approve a 2025 Grant in Aid request.
3. Provide a grant in aid that differs from the amount requested by the applicant

**Financial / Risk Implications:**

The 2025 preliminary financial plan allocates \$25,000 to requests. Per the policy, Council does not need to make a final decision on grant in aid requests until March 1, 2025.

Council may provide the following direction for distribution of financial aid to successful applicants:

- In advance at the discretion of Council
- Fifty percent at the time of approval and 50% upon receipt of the final report.
- At another time as specified by Council in the approval process.

**Attachments:**

1. Council Policy: Community Grant in Aid
2. Schedule A: Grant in Aid applications
3. Applications and supporting materials

**Respectfully submitted,**

**Linda Robinson  
Manager of Finance & HR**