

DEADLINE: DECEMBER 15, 2024



FOR QUESTIONS CONTACT
Linda Robinson
E-MAIL: lrobinson@merritt.ca
TEL: 250-376-4224 ext 206

APPLICATION FORM

2025 Grant in Aid

MANDATORY: REVIEW "POLICY 4-01 COMMUNITY GRANT IN AID" DOCUMENT
REVIEW "APPLICATION CHECKLIST" ON PAGE 4 OF THIS DOCUMENT

Applicant Information

Application Date (mm/dd/yyyy):

Full Legal Organization Name

Street Address

City Prov

Postal Code

Organization Website

Organization President / Executive Director

Title

Phone Number E-Mail

Contact Person (if different)

Title

Phone Number E-Mail

Organization Information

Not for profit? Yes No Registration Number

Did you receive a Permissive Tax Exemption in 2025 Yes No

Did you receive a Grant in Aid in last two years?
(Include \$ amount of financial and/or in-kind received)

2024 2023

Organization Information

Current Fundraising Initiatives (500 characters or less)

Community Gaming Grant 2024 - \$15000. This funding is specifically to assist with coaching salary and ice fees.

Club Fundraising for 2023-2024 season: \$783.99 (Purdy's and Mitchell's Soup)

Club Fundraising for 2024-2025 season so far: \$1100.52.

We are hosting our biannual ice show in March 2025 and hope to have additional fundraising initiatives leading up to this.

Our club charges skaters a registration fee for programs which also helps to keep our organization self sufficient.

Mission Statement/Purpose (500 characters or less)

To improve, encourage and advance skating in all of its branches in accordance with the rules and policies of Skate Canada.

Brief Description of Organization (1,000 characters or less)

The Nicola Valley Skating Club is a Skate Canada sanctioned club with a long standing history in Merritt. The club offers a variety of skating programs to youth and adults including Pre-Canskate, Canskate, Junior Academy, Junior STARSkate, STARSkate, Adult Skate and Powerskating. The club has 2 Skate Canada trained paid coaches to run programs with the help of many volunteer program assistants. The club currently has 11 hours of ice time per week and last season we had 116 registrants. We offer the only learn to skate programs in the Nicola Valley.

Please don't hesitate to attach supporting documents with further information about your organization.

Proposal Request

Program / Project / Event Name

Nicola Valley Skating Club Year End Ice Show - Under the Sea

Description of Event (1,000 characters or less)

The Nicola Valley Skating Club holds a biannual ice show which showcases all of our skaters. This year our event is going to be held March 15, 2026. The skaters perform a variety of different routines and we have an up and coming guest skater from another club perform a couple of different numbers as well. It is a very exciting event for our skaters as they get to show off their skills in front of their friends, family and community members. We estimated that about 500 people attended our show in 2024. We are requesting the City of Merritt consider our In-Kind funding request to cover the cost of the ice for our annual ice show. We require rental of the ice the Friday night prior to the show in order to set up for the show as well as the ice the majority of the day on Saturday March 15.

Please don't hesitate to attach supporting documents with details about your program, project or event.

Type of Funding Request

Financial Aid

In-Kind

Contact Facility Booking Department at (250) 315-1050 for a quote for your event

Amount Requested

\$1385.01

Maximum of \$7,500 per organization or \$500 per teams/individuals participating in recognized competitions

Program Budget

\$5419.06

Percent of your Program Budget covered by this request %

(i.e. a \$1,000 grant would cover 10% of a \$10,000 event)

Tell us how much money you have fundraised for this event. \$

Please explain how your Organization or Event plans to increase external fundraising in the future. (500 characters or less)

We continue to work on growing our membership to help fully support our programming.

We will also continue to apply for the Community Gaming Grant.

We continue to do 3-4 different fundraising options throughout the season as well.

Events like our biannual ice show also help to increase our membership in our programs.

Declaration (Two Authorized Signatures Required)

- 1) On behalf of and with authority of the Organization, I certify that the information given on this grant application and attachments is true, correct and complete in every respect and if the Organization is awarded the grant, agrees to abide by the established grant terms and conditions.
- 2) The personal information collected on this form is done so pursuant to the *Community Charter* and/or the *Local Government Act* and in accordance with the *Freedom of Information and Protection of Privacy Act*. The personal information collected herein will be used only for the purpose of processing this application or request and for no other purpose unless its release is authorized by its owner, the information is part of a record series commonly available to the public, or is compelled by a Court agent duly authorized under another Act.
- 3) Neither the City of Merritt or any Member of Council, individually or collectively, is in any way responsible for any deficits or cost over-runs in relation to any event or initiative.

Print Name of Board Chair or President	<input type="text" value="Jill Starrs"/>
Signature	<input type="text" value="J Starrs"/>
Print Name of Person completing the application	<input type="text" value="Jill Starrs"/>
Signature	<input type="text" value="J Starrs"/>
Date Signed (mm/dd/yyyy)	<input type="text" value="12/13/2024"/>

APPLICATION CHECKLIST - ALL REQUESTS

- 2025 Grant Report** - If you received a Grant in Aid in 2024 you will be required to submit a final report to Council in order to be considered for 2025 funding. This may include actual revenues/expenses, attendance, and economic/social impact of the grant.
- Completed and signed Grant in Aid application.**

APPLICATION CHECKLIST - REQUESTS OVER \$1,500

- Budget** - Include a detailed budget for the program, project or event, including all potential revenue sources.
- Financial Statements** - Include annual financial statements that are certified (signed) by a Director (or alternate) of the organization.
- Organization Budget** - Include the current annual operating budget for the organization.
- Long-Term Plan** - For recurring applications, please provide a business plan showing how the organization intends to become more self-sufficient and less reliant on the City Grant in Aid program in the future.

SUBMIT TO FINANCE@MERRITT.CA

Under the Sea Ice Show March 15 Budget

	Budget
REVENUES	
Admission	\$2000.00
Community Donations/sponsorship	\$1,000.00
50/50	\$500.00
Raffle Baskets	\$300.00
Program Sales	\$300.00
In-Kind Income (Not confirmed)	
Ice Time for set up Mar 14	\$374.06
Ice Time for the March 15 show	945.00
Total	\$5419.06
EXPENSES	
Coaching Fees	\$1000.00
Advertising	\$500.00
Guest Skater Travel	\$200.00
Guest Skater Fee	\$250.00
Volunteer Recognition	\$250.00
Costumes and Props	\$1200.00
Program Design	\$100.00
Programs	\$500.00
Gaming License	\$100.00
In-Kind Expense (Not confirmed)	
Ice Time for set up March 14	374.06
Ice Time for the March 15 show	\$945.00
Total	\$5419.06



City of Merritt - Recreation and Facilities
2185 Voght Street, PO Box 189
Merritt, BC V1K 1B8
Phone: (250) 315-1050 Fax: (250) 378-4205
Scheduling Invoice

Creation Date: Thu Apr 11, 2024 Invoice #: 6638
PAYEE: Jill Starrs Total Amount Due: \$1,385.01
NV Figure Skating Club
2052 castloun crest Amount Paid: \$0.00
Merritt, British Columbia, Canada
V1K1H8
Balance Due: \$1,385.01

Client #: 215
Email: skatinginthevalley49@gmail.com
Phone 1: (250) 378-0114
Event: Performance figure skating March 7,8 2025
Status: Firm

GST # 106930316RT0001
Invoices must be paid 30 days prior to booked time. 10% deposit is required at the time of booking.

Facility Times

Facility Name	Description	Date	Time	Price
City of Merritt Facilities - Nicola Valley Memorial Arena - Ice Rental	2025 Youth/Senior Hourly Rate - \$78.76 Per Hour			
		Fri Mar 14, 2025	05:15PM - 10:00PM	\$374.06 G
		Sat Mar 15, 2025	07:00AM - 07:00PM	\$945.00 G

Facility Subtotal: \$1,319.06

Total: \$1,319.06

Transactions

There are no transactions to display for this invoice.

Comments

Thank you for booking with the City of Merritt. Please review the times and dates above to ensure they are correct.

Subtotal: \$1,319.06

5% GST: \$65.95

Total: \$1,385.01

Amount Paid: \$0.00

Balance Due: \$1,385.01

Nicola Valley Skating Club
Box 554 Merritt BC V1K1B8
(250) 378-0114
December 9, 2024

To Merritt City Council and Staff,

The Nicola Valley Skating Club (NVSC) would like to express our extreme greatness to the City of Merritt for your support last year with providing us with Grant in Aid of \$1000 to go towards our harness installation project at the Nicola Valley Memorial Arena. Our total project cost was \$21936.61 and the \$1000 provided by the City of Merritt went to paying a portion of the bill to Alpha Design. The cost of the project was about double what we had initially anticipated the cost to be. Our harness is well loved and used most STARSkate sessions for our competitive skaters. Please see our attached financials for the 2023-2024 season, as well as expenses for the harness. The City's Grant in Aid to our club definitely helped contribute to paying this very large, unexpected expense and we very much appreciate the City of Merritt's support to our club. We hope that you will consider our Grant in Aid request for this year for use of the arena for our Ice Show "Under the Sea".

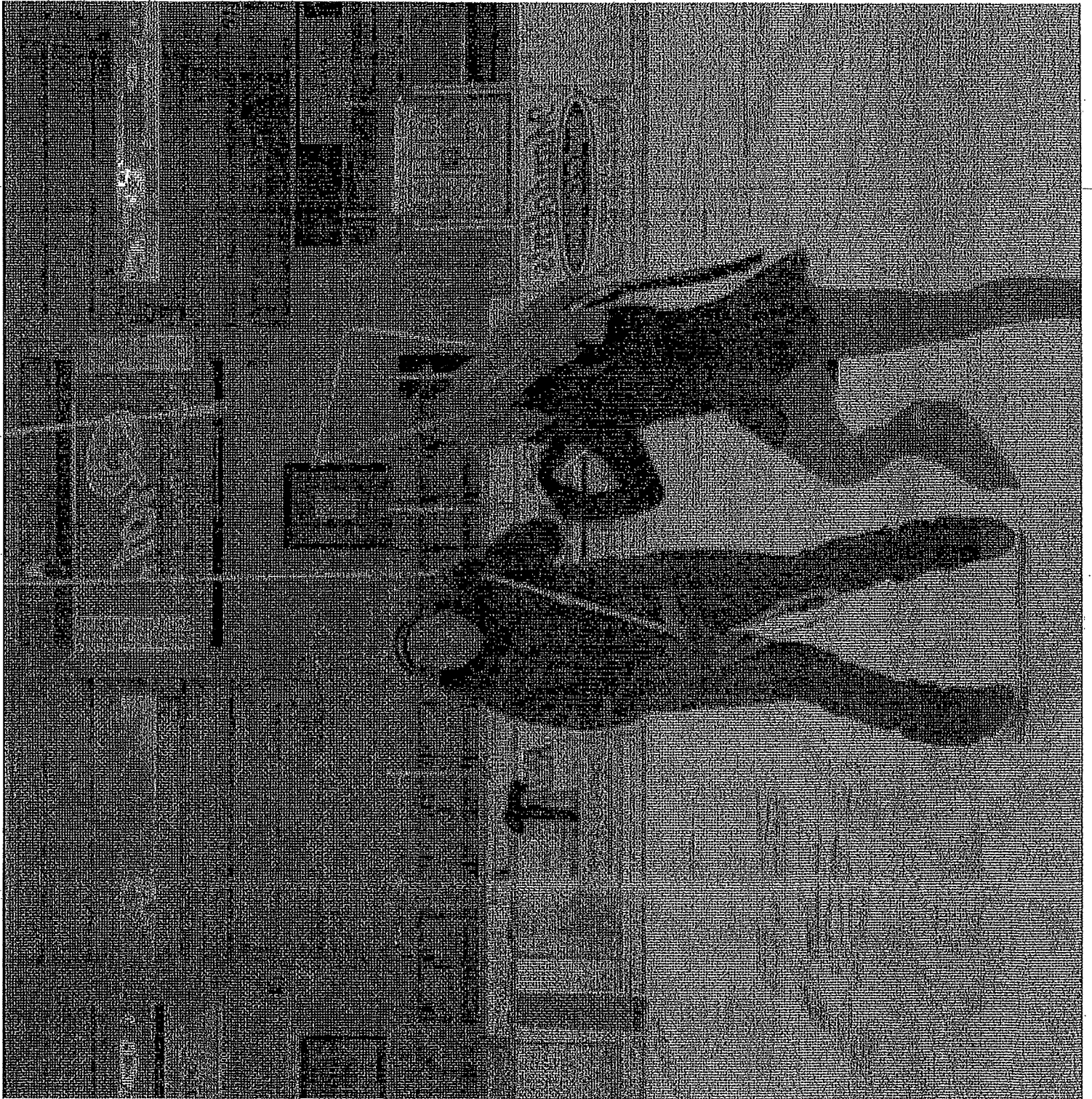
Sincerely,



Jill Starrs
President NVSC

Nicola Valley Skating Club Harness Project

REVENUE	
NVSC Savings Contribution	\$10000
City of Merritt Grant In Aid	\$1000
In-Kind Revenue	
Donation Alpha Design	\$9536.61
Donation Nicola Chainsaw	\$1400.00
TOTAL	\$21936.61
EXPENSES	
Engineering Bill	\$1113
Nicola Chainsaw and Equipment Rental	\$1400
Alpha Design (Fabricating and Installation of harness)	\$19423.61
TOTAL	\$21936.61



Nicola Valley Skating Club
Income Statement 04-01-2023 to 03-31-2024

REVENUE

REVENUE

KidSport BC Grant	1,200.00
Community Gaming Grant	10,000.00
Fund Raising	497.20
Interest Revenue	327.31
Merritt Registration	43,875.41
Via Sport Grant	1,360.00
TOTAL REVENUE	<u>57,259.92</u>

TOTAL REVENUE 57,259.92

EXPENSE

OPERATING EXPENSES

Assessment/Test Fees	192.00
Badges, Ribbons, Awards	605.13
Banquet	237.56
Carnival Costs	140.00
Freight Expense	29.58
Merritt Ice Fees	18,628.54
TOTAL OPERATING EXPENSES	<u>19,832.81</u>

GENERAL & ADMINISTRATIVE EXPENSES

Accommodation	415.28
Accounting	1,894.00
Advertising	373.80
Bank Charges	211.44
Computer Software Licence (Payroll)	856.88
Miscellaneous Expenses	77.21
Office Supplies	3.74
Rent	94.41
Repairs & Maintenance	20,536.61
Skate Can Fees/Insurance	8,943.32
Total General & Admin. Expenses	<u>33,406.69</u>

Payroll Expenses

Wages & Salaries	17,567.42
EI Expense	403.98

CPP Expense	901.10
WCB Expense	<u>249.65</u>
Total Payroll Expense	<u>19,122.15</u>
TOTAL EXPENSE	<u>72,361.65</u>
NET INCOME	<u><u>-15,101.73</u></u>

Generated On: 05-01-2024

**Nicola Valley Skating Club
Balance Sheet As at 03-31-2024**

ASSET

Current Assets

Chequing Account	12,255.36
Gaming Account	138.86
Savings Investment Account	1,016.74
Accounts Receivable	<u>126.03</u>
Total Current Assets	<u>13,536.99</u>

Capital Assets

Office Furniture & Equipment	<u>365.33</u>
Net - Furniture & Equipment	<u>365.33</u>
Total Capital Assets	<u>365.33</u>

TOTAL ASSET 13,902.32

LIABILITY

Current Liabilities

Accounts Payable	<u>11,262.59</u>
Total Current Liabilities	<u>11,262.59</u>

TOTAL LIABILITY 11,262.59

EQUITY

EQUITY

Retained Earnings - Previous Year	17,741.46
Current Earnings	<u>-15,101.73</u>
Total Owners Equity	<u>2,639.73</u>

TOTAL EQUITY 2,639.73

LIABILITIES AND EQUITY 13,902.32

Generated On: 05-01-2024