

DEADLINE: DECEMBER 15, 2024



APPLICATION FORM

2025 Grant in Aid

FOR QUESTIONS, CONTACT:
Linda Robinson
EMAIL: lrobinson@merritt.ca
TEL: 250-873-4222, ext 205

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	<input type="text" value="\$1,260(In-kind)"/>	2023	<input type="text" value="\$1,260(In-kind)"/>
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Organization Information

Current Fundraising Initiatives (500 characters or less)

Current fundraising includes sale of team merchandise, corporate sponsorship of lanes, Food concession, bottle drive and 50/50 raffle ticket draw.

Mission Statement/Purpose (500 characters or less)

The Club promotes and encourages the development of athletes and volunteers through participation in swimming. We provide opportunities for training, competition and activities in the Merritt area. We promote the development of an individual's capacity to achieve excellence and life skills through participation in competitive aquatic activities. The Club offers a summer competitive and a developmental swim training program and a winter swim fitness maintenance program. Participants range from 5 years to adults. The program includes dryland fitness training, games and social events. We create an atmosphere of fun, friendship, camaraderie, mentoring and team spirit.

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

The Merritt Otters Swim Club delivers a competitive swimming program to athletes of various ages and abilities. Coaches are hired to teach children, youth, and adults the basics of competitive swimming. Competition is optional and swimmers may participate on a recreational basis. Youth as young as five years of age all the way to adults participate in the program. The program is delivered at our local community pool. The club rents lanes from the pool to deliver the program. Outdoor training happens on the pool grounds or at various parks within the community. Our program offers youth and adults an opportunity to develop athletic and social skills. Most athletic programs are not available all year round but this one is. It is available in winter and summer. It improves cardiovascular fitness and endurance. It is a great adjunct to other sports. Athletes learn to set goals and learn resilience. Athletes learn to become strong swimmers which could potentially save lives from drowning. It gives athletes confidence and awareness as they navigate themselves in the water. It allows athletes to develop on an individual level while also providing them with structure and the socialization within a team working towards common goals. It also allows athletes from our rural home town to compete against athletes from major urban centers.

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

Proposal Request

Program / Project / Event Name

Merritt Otters Invitational Swim Meet

Description of Event (1,000 characters or less)

Swim meets are held every weekend in the region at different communities during June and July. Merritt Otters hosted swim meet in June 2024 which was a very successful event with the support City of Merrit In-Kind Grant and generous corporate sponsors.

The Merritt Otters Swim Club hosts an annual swim meet where all clubs from Okanagan region are invited to attend and wherever possible clubs from outside of our region are invited to attend. This brings visitors and business into our community. We also work with other local not-for-profits to provide refreshments for our meet which assists them with their own fundraising. At our annual swim meet we also support local tourism by advertising local activities that are available in our area such as hiking and mountain biking. When we host our annual swim meet small businesses in town provide prizes for our events and coupons for the athletes to encourage patronage at their business. We advertise those businesses who support us at our event. Approx. 300 swimmers with their coaches and parents come to Merritt for the weekend to participate in good competition, fun and friendship. Hosting swim meet requires team of volunteers, majority of which are parents of host club's swimmers. Overall more than 300 hours are volunteered for swim meet.

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

\$1,400

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

Program Budget

\$6,000

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)

See Appendix

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

Jennifer Hodson-Reid

Signature

J. Reid

Print Name of Person
completing the application

Gurpreet Chahal

Signature

Chahal

Date Signed (mm/dd/yyyy)

10/28/2024

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.

SUBMITTED TO FINANCIAL SERVICES

As a non-profit service agency for residents of Merritt and the Nicola Valley, there is little likelihood that the Merritt Otters Swim Club will have an opportunity to be fully self-sufficient while providing a price point that allows for accessibility. We must follow the terms and conditions of the BCSSA for trainers/training and offer a competitive wage to attract coaches that meet the BCSSA requirements and have the desired qualifications identified by the Club. We have little control of costs: coaching and pool rentals are fixed costs and dependent upon enrollment. In order to get to a point where we see economies of scale, the registration fees must be affordable and reasonable and we must be able to provide a quality experience.

The Merritt Otters Swim Club asks that you consider the following points, when determining whether or not this meets the specifications of a true "Business Plan":

We are a non-profit volunteer group offering a recreational and sporting service to the citizens of Merritt;

- Those who participate in this service enjoy an increased quality of life.
- For our service to be accessible, we need to keep fees reasonable.
- We are a primary user group at the Aquatic Centre and a result of our service is increased interest in aquatic activities and subsequently fees provided to the Aquatic Centre for facility usage.
- We continually find ways to increase membership so that we can collect additional membership fees. Our summer and winter membership increased last year and looks to increase again next year. That said, it is unlikely that we will ever have membership large enough to fund two full time coaches for the summer and two part time coaches for the winter, equipment and pool rental fees. Coaching is hard to come by and there is lot of competition for available coaches. This is province wide situation and we are forced to pay a premium to get the coaching we need. We already have junior coaches and parent coaches volunteering their time on the pool deck. Hundreds of volunteer hours go into coordinating and delivering this recreational and sport service to the residents of Merritt.
- We have started to run our own concession at our swim meet to try and become more self-sufficient.
- We have partnered with a group that advocates on behalf of organizations such as ours to ensure that we are successful in attaining BC gaming grants. We were successful in getting a grant this past year of \$13,650. This enabled us to project a much lower deficit this past year. We are hopeful we will get another one this year. It would have been nearly impossible to continue again without this help.
- We coordinate fundraising activities to help offset costs of keeping the society alive such as bottle drives, Swim-a-thons and 50/50 draws etc.
- Partnering with service clubs and other Corporations draws positive attention to our club and the valuable healthy, active lifestyle we try to incorporate with our members.
- Club directly promotes healthy living for the residents of Merritt and there is no other service like this for the residents of Merritt.

- We promote the City of Merritt branding in all our efforts (Meet Program, Registration package, Facebook) and greatly appreciate the City's help with our swim meet.

The Otters see this as an opportunity to partner with the City of Merritt to provide recreational service to the residents of Merritt and the Nicola Valley.

The Grant in Aid is an integral part of our club as many families cannot afford to travel to other meets. Swimmers only need to participate in one meet throughout the season to go to the Regional Championships. The Grant in Aid provides our citizens an opportunity to compete and also qualify for the Regional and Provincial Championships in August.

Moreover, the \$1,400.00 of in-kind support specifically brings an economic boost to the community with the 300+ visitors the meet attracts for the weekend.

2024 Grant Report

Merritt Otters swim club hosted their annual swim meet on June 15 and June 16 where all clubs from Okanagan region were invited to attend. This brought visitors and business into our community. It was a very successful event. Approx. 250 swimmers came to Merritt with their coaches and parents to participate. We had ample support from community, we had very generous corporate sponsors and City of Merritt In-Kind Grant. We had parents volunteer their time over the weekend which was approx. 300 hours of volunteer work. At our annual swim meet we also supported local tourism by advertising local activities that are available in our area such as hiking and mountain biking. This event helps with the local small business in town.

Please see Revenue and Expense report below:

2024 Merritt Otters Swim Meet Revenue/Expense Report

Swim Meet Revenue

Meet Fees Revenue	\$ 3,870.00
Misc Rev(Program Sales & Highlighter)	\$ 310.00
Merchandise sale	\$ 705.00
Sponsorships	\$ 780.00
City Of Merritt (Grant in kind)	\$ 1,260.00
Concession Food	\$ 210.00
Total Revenue	\$ 7,135.00

Total Expense for Swim Meet 2024

Swim meet prize	\$ 194.19
Supplies for swim meet	\$ 177.33
Ribbons and Medals(VM Ribbon)	\$ 1,999.07
City of Merritt (Lane fees)	\$ 181.25
Merritt curling Facility Rent	\$ 50.00
Nicola Chainsaw & Equipment	\$ 134.40
Concession and Deck Food	\$ 52.97
Donation(Sifat) for Deck food help	\$ 50.00
Donation(Colletville kids) for Deck food help	\$ 200.00
Merritt Printing Inv# 43388	\$ 307.73
Merritt Herald Advertisement	\$ 422.36
Grant in Kind(City Of Merritt)	\$ 1,260.00
Total Expense	\$ 5,029.30

