

DEADLINE: DECEMBER 15, 2024



# APPLICATION FORM 2025 Grant in Aid

CITY OF MERRITT  
DEC 10 2024  
RECEIVED

FOR QUESTIONS, CONTACT:  
**Linda Robinson**  
EMAIL: [lrobinson@merritt.ca](mailto:lrobinson@merritt.ca)  
TEL: 250.378.4224, 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

2023



---

## Organization Information

---

### Current Fundraising Initiatives (500 characters or less)

1. Purdy's Chocolates (November 2024) - \$1227.45
2. Bottle for Deposit collections 2024 - \$1024.00
3. Your Green Kitchen fall fundraiser - \$614.28
4. Holiday Ornaments Sale with Etched Justjan, local artisan, December 2024 - approx. \$200.00
5. Donations 2024 - \$450.00
6. Raffle baskets (June 2024 concert) - \$850.00

### Mission Statement/Purpose (500 characters or less)

Merritt Dance Society (MDS) is a non-profit organization registered in Merritt, British Columbia. The main reason for its existence is to promote dance and dance-related activities and to promote the many benefits of dance in Merritt and the Nicola Valley, as well as to support the dance programs developed by the Artistic Director and instructors of dance programs at the Love to Dance Academy, located in downtown Merritt.

The mission of MDS is to have in Merritt, in the centre of the Lower Nicola Valley, a dance school that can provide top-quality instruction from well-qualified and certified instructors for a variety of dance genre classes, for children and adults alike, in which participants can experience dance as both an art

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

The Merritt Dance Society became an incorporated nonprofit organization on March 25, 2011. Its main function is to support dance programs of the Love To Dance Academy, a local dance studio. The society has two employees: Kia Henriksen is the newest head dance instructor/artistic director (July 2023) and she is a fully certified ADTA and ADAPT instructor in a variety of dance genres such as tap, jazz, contemporary, lyrical, acrobatics, and hip hop; while Renee Bauwens, trained in the Royal Academy of Dance ballet syllabus and now pursuing her accreditation and certification with RAD, is a part-time instructor for our ballet students. Guest teachers are also sometimes invited to present workshops for either specialty instruction to interested students or for recreational/fun dance camps during school break times.

For the most part, members of the society are parents of dancers or dancers themselves, but there are a few community-at-large members as well, who volunteer with tasks needed to keep the dance studio running smoothly, who work at needed fundraising campaigns, who participate in other nonprofit events such as Literacy Merritt's Family Literacy Week, and who assist in preparing and running dance performance events. Activities of the Love To Dance Academy are carried out in a store-front studio that provides space for dance instruction and some storage for props, costumes.

There are currently 225 members in the society.

Since 2012, alongside the Love To Dance Academy instructors and students, MDS has hosted many successful dance events. The annual Winter Concert that has become a staple event within the Merritt Country Christmas Week activities has now grown from an audience of a couple handfuls of spectators to standing room only at each show (requiring matinee and evening performances within three years). Love To Dance Academy students never pass up a chance to spread joy and routinely perform at the local Seniors' Centre, nursing/retirement homes, school assemblies, GarlicFest, various community fairs/events, and has added an annual spring concert each June as well. The most dedicated students often choose to perform at regional dance competitions and participate in Royal Academy of Dance ballet exams as well, regularly achieving very strong scores.

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



# Proposal Request

Program / Project / Event Name

June 2025 dance concert

Description of Event (1,000 characters or less)

Merritt Dance Society and Love To Dance Academy will present a full dance concert, similar to the winter dance concert performed for the Nicola Valley community every November. The production's theme is "game night" pulling songs and characters from board games, schoolyard games, video games, and sports alike, and will involve every dance student that wishes to participate no matter their level of skill. This dance presentation will be open to the public.

Our studio families understand that dance helps children and youth develop and grow through physical fitness and mental discipline. Moreover, dance students also develop cognitively, emotionally, and socially via the dedication, discipline, persistence, good work ethic, and focus they learn through practicing and performing on stage for an audience. In the end, these qualities and important life-skill habits can, and often do, transfer to other aspects of life like school, work, and other sports.

The hope is for the wider community to enjoy an opportunity to watch live dancing and feel proud in applauding our local students' efforts at producing a quality show that will bring some happiness, delight, and maybe even a surprise or two, into their lives.

A silent auction in the foyer, with items donated by local community members and/or local businesses, is also planned for the day of the concert as well.

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

\$1,100.00

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

Program Budget

\$5,500.00

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)

Merritt Dance Society will continue fundraising activities in partnership with local businesses to support regular classes, exam prep, and competitions participation. With respect to this spring concert, we are asking for support from the City of Merritt for one day's rental of the Civic Centre for the day of the concert itself. MDS can pay the rehearsal day auditorium rental, required damage deposits, and associated concert fees and costs ourselves. The city's assistance would appreciably alleviate some of the costs of the production to our small nonpr

## 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

Toni Stewart

Signature

*Toni Stewart*

Print Name of Person  
completing the application

Susan Doncaster

Signature

*Susan Annis Doncaster*

Date Signed (mm/dd/yyyy)

12/09/2024

### 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. *\*Submitted to City Hall reception Aug. 2024 (additional copy incl.)*
- 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](mailto:FINANCE@MERRITT.CA)



August 6, 2024

## Merritt Dance Society Summary Report

**RE:** City of Merritt Grant-in-Kind for spring 2024 dance concert, Once Upon a Time (June 9, 2024)



This report is the summary required of the Merritt Dance Society with respect to the grant-in-kind received by the City of Merritt in February 2024, in the amount of \$788.00. It is with great appreciation that the Merritt Dance Society and the Love To Dance Academy received this amount to assist with facility rental of the Merritt Civic Centre for the end-of-season spring dance concert event.

Love To Dance Academy was able to present another full-scale community concert on June 9, 2024, at the Merritt Civic Centre in the auditorium. The theme of the show revolved around fairy tale stories and characters. Both the morning and afternoon performances were well-attended by community members and dance families alike. Our students love to bring joy, energy, and excitement into the lives of others through dance. They were especially pleased at having a second opportunity to share and demonstrate their growth in skill and ability while entertaining the larger community with a full-scale concert outside of the annual winter concert that happens during Country Christmas Week. Indeed, we plan on making this spring concert an annual event to share with the larger community. We were super grateful for the City of Merritt staff's willingness to help our dance instructors try out a new stage set-up using the projector and screen as part of the set. The projected backdrop really added to the ambiance and effect for the show but also allowed more room for the dancers to perform in the absence of bulkier physical sets. We are also thankful for the City staff's professionalism and efficiency in transforming the Civic Centre from post-wedding the night before to show-ready by 10 a.m., when audience members first started arriving for the morning performance.

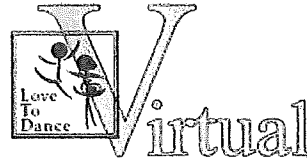
The Merritt Dance Society and Love To Dance Academy are most appreciative to the City of Merritt for their support and assistance in hosting Once Upon A Time, a spring dance concert event.

We trust you will find this report in good order. Please advise if further information is required.

Sincerely,



Toni Stewart, President of the Merritt Dance Society



*Programs of the Merritt Dance Society  
– A non-profit organization –*



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: Wed Jun 26, 2024

Invoice #: 6893

PAYEE: Toni Stewart  
 PO box 525  
 Merritt, British Columbia, Canada  
 V1K1B8

Total Amount Due: \$4,162.15

Amount Paid: \$0.00

**Balance Due: \$4,162.15**

Client #: 7476  
 Email: mds.ltd.president@gmail.com  
 Phone 1: (780) 573-0861  
 Event: Year end dance  
 Status: Tentative  
 Signed: Not Signed

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 - Merritt Civic Centre - Entire Auditorium	new rate 2025 - \$1,100.00 Max Rate	Fri Jun 13, 2025	08:00AM - 09:00PM	\$1,100.00 G
				<b>Facility Subtotal:</b> \$1,100.00
City of Merritt Facilities - Merritt Civic Centre - Entire Facility	2025 rates - \$1,100.00 Max Rate	Sat Jun 14, 2025	08:00AM - 09:00PM	\$1,100.00 G
				<b>Facility Subtotal:</b> \$1,100.00
				<b>Total:</b> \$2,200.00

**Services**

Service Name	Description	Qty	Date	Time	Price
Services - Facility Equipment - Chair-Soft Fabric - MCC Indoor	No Charge - \$0.00				
City of Merritt Facilities - Merritt Civic Centre - Entire Auditorium		225	Fri Jun 13, 2025	08:00AM - 09:00PM	\$0.00 G
City of Merritt Facilities - Merritt Civic Centre - Entire Facility		225	Sat Jun 14, 2025	08:00AM - 09:00PM	\$0.00 G
					<b>Service Subtotal:</b> \$0.00
Services - Facility Equipment - Chairs- Black Plastic- MCC Indoor	No Charge - \$0.00				
City of Merritt Facilities - Merritt Civic Centre - Entire Facility		75	Sat Jun 14, 2025	08:00AM - 09:00PM	\$0.00 G
		75	Sat Jun 14, 2025	08:00AM - 09:00PM	\$0.00 G
					<b>Service Subtotal:</b> \$0.00

Services - Facility Equipment - Curtains  
 Daily Rate - \$10.00 Max Rate (Per Unit)

*JS*

City of Merritt Facilities - Merritt Civic Centre - Entire Auditorium	6	Fri Jun 13, 2025	08:00AM - 09:00PM	\$60.00	G
Daily Rate - \$10.00 Max Rate (Per Unit)					
City of Merritt Facilities - Merritt Civic Centre - Entire Facility	6	Sat Jun 14, 2025	08:00AM - 09:00PM	\$60.00	G
			<b>Service Subtotal:</b>	\$120.00	
Services - Facility Equipment - Multi-Media Projector					
Daily Rate - \$25.00 Max Rate (Per Unit)					
City of Merritt Facilities - Merritt Civic Centre - Entire Auditorium	1	Fri Jun 13, 2025	08:00AM - 09:00PM	\$25.00	G
Daily Rate - \$25.00 Max Rate (Per Unit)					
City of Merritt Facilities - Merritt Civic Centre - Entire Facility	1	Sat Jun 14, 2025	08:00AM - 09:00PM	\$25.00	G
			<b>Service Subtotal:</b>	\$50.00	
Services - Facility Equipment - Stage Section					
Stage Rental Per Section Daily Rate - \$20.00 Max Rate (Per Unit)					
City of Merritt Facilities - Merritt Civic Centre - Entire Auditorium	12	Fri Jun 13, 2025	08:00AM - 09:00PM	\$240.00	G
Stage Rental Per Section Daily Rate - \$20.00 Max Rate (Per Unit)					
City of Merritt Facilities - Merritt Civic Centre - Entire Facility	12	Sat Jun 14, 2025	08:00AM - 09:00PM	\$240.00	G
			<b>Service Subtotal:</b>	\$480.00	
Services - Facility Equipment - Tables 8 ft. Rectangular (Inside MCC)					
No Charge - \$0.00					
City of Merritt Facilities - Merritt Civic Centre - Entire Auditorium	20	Fri Jun 13, 2025	08:00AM - 09:00PM	\$0.00	G
City of Merritt Facilities - Merritt Civic Centre - Entire Facility	20	Sat Jun 14, 2025	08:00AM - 09:00PM	\$0.00	G
			<b>Service Subtotal:</b>	\$0.00	
Services - RE:SOUND - RE:SOUND Without Dancing 301-500					
RE:SOUND Without Dancing 301-500 - \$27.76 Flat Rate (Per Unit)					
City of Merritt Facilities - Merritt Civic Centre - Entire Auditorium	1	Fri Jun 13, 2025	08:00AM - 09:00PM	\$27.76	G
City of Merritt Facilities - Merritt Civic Centre - Entire Facility	1	Sat Jun 14, 2025	08:00AM - 09:00PM	\$0.00	G
			<b>Service Subtotal:</b>	\$27.76	
Services - Refundable Damage Deposit Fees - Damage Deposit Entire MCC Facility \$1000.00					
Damage Deposit MCC Entire Facility - \$1,000.00 Flat Rate (Per Unit)					
City of Merritt Facilities - Merritt Civic Centre - Entire Facility	1	Sat Jun 14, 2025	08:00AM - 09:00PM	\$1,000.00	G
			<b>Service Subtotal:</b>	\$1,000.00	
Services - SOCAN Fees - Socan - W/O Dancing RC: 301-500					
Socan - W/O Dancing RC: 301-500 - \$66.19 Max Rate (Per Unit)					
City of Merritt Facilities - Merritt Civic Centre - Entire Auditorium	1	Fri Jun 13, 2025	08:00AM - 09:00PM	\$66.19	G
No Charge - \$0.00					
City of Merritt Facilities - Merritt Civic Centre - Entire Facility	1	Sat Jun 14, 2025	08:00AM - 09:00PM	\$0.00	G
			<b>Service Subtotal:</b>	\$66.19	
Services - Staff - Setup /Take Down \$20.00 per Hr					
Setup /Take Down \$20.00 per Hr - \$20.00 Flat Rate (Per Unit)					
City of Merritt Facilities - Merritt Civic Centre - Entire Facility					



1 Sat Jun 14, 2025 08:00AM - 09:00PM \$20.00 G

Service Subtotal: \$20.00

Total: \$1,763.95

## Transactions

There are no transactions to display for this Invoice...

## Comments

They will also be needing rails for the stage Please review the times and dates above to ensure they are correct.

Subtotal: \$3,963.95

5% GST: \$198.20

Total: \$4,162.15

Amount Paid: \$0.00

**Balance Due: \$4,162.15**