

TOWN OF LADYSMITH

GRANT-IN-AID APPLICATION

GENERAL INFORMATION

Each year, Council makes a limited number of grants to support social, cultural and recreational special events and services that are provided on behalf of residents of the Town of Ladysmith. The main purpose of the Town’s Grants-in-Aid is to assist groups to organize themselves around community issues and projects. To be eligible for a grant, the applicant must be a not-for-profit organization, and must complete the attached application and include any necessary supporting documents prior to consideration.

Please read the revised Grant in Aid Policy prior to submitting your application.

Deadline to apply for the 2025 Grant in Aid is **DECEMBER 13th, 2024**.

Applications must be returned to the Town of Ladysmith on or before the deadline:

By mail:	Drop-off / courier:
Town of Ladysmith Grant in Aid program PO Box 220 Ladysmith, BC V9G 1A2	Town of Ladysmith Grant in Aid program 410 Esplanade Ladysmith, BC V9G 1A2

For specific questions, please contact:
Erin Anderson, Director of Financial Services,
250-245-6402



Town of Ladysmith 2025 Grant in Aid Application

1. Details of the Organization	
Name of Organization	
Civic Address	
Mailing Address	
Phone Email	
Application Contact	
Society Number	

2. Board Member Details	
President/Chairperson	
Phone & Email	
Treasurer	
Phone & Email	

3. Funding Request (maximum request is \$10,000)	
Total funds requested	\$
Does your Organization currently receive: <ul style="list-style-type: none"> • Permissive Tax Exemption? <input type="checkbox"/> Yes <input type="checkbox"/> No • Service Agreement funding? <input type="checkbox"/> Yes <input type="checkbox"/> No • Reduce rents or access to a facility? <input type="checkbox"/> Yes <input type="checkbox"/> No 	

4. Event or Project or Service
Please describe your event, project or service
Please describe how the Community will benefit from your event, project or service
<p>Council has set our Strategic Priorities for this term. Please describe how your event, project or service will align with one or all of the Priorities, such as:</p> <ul style="list-style-type: none"> • considers climate change and has minimal impact on core infrastructure; • employ strategies and actions that maintain a diverse community; • support a vibrant downtown; • creates opportunities for economic prosperity, environmental restoration, and cultural celebration; or • shows leadership in building strong relationships with First Nations and support reconciliation.

5. Members of the Board and Employees			
Number of Board Members		# of members attending at last AGM	
Number of PAID employees		Total salary, wages & benefits budgeted	\$

6. Financial Information	
Please list all other grants (pending or approved) your organization has applied for:	
Total amount of fundraising earned from the prior year	\$

From your Society's last Annual General Meeting (AGM), please attach the following:	
Budget (total local organization)	<input type="checkbox"/> Attached
Audited Financial Statements or Engagement Review	<input type="checkbox"/> Attached
Minutes from your last Annual General Meeting	<input type="checkbox"/> Attached

By signing this, I agree that I have read the Town's Grant in Aid policy, I understand that if approved my organization will report on how the funding was used and that the information included in this application is true and correct to the best of my knowledge.

Signature	
Name (print):	
Date	

APPLICATION DUE: DECEMBER 13, 2024

OFFICE USE

Date Application Received	
Amount Requested	\$
Prior year funding report Received	

The personal information on this form is collected under the general authority of the *Community Charter* and *Freedom of Information & Protection of Privacy Act* (FOIPPA) and is protected in accordance with FOIPPA. Personal information will only be used by authorized staff to fulfill the purpose for which it was originally collected or for a use consistent with that purpose. If you have any questions about the use and collection of this information, contact the Corporate Officer at 250.245.6417 or foi@ladysmith.ca.

Grant-in-Aid - Report on Funding due December 31, 2025

Name of Organization	
Grant in Aid amount received from Town of Ladysmith	How much of your Grant in Aid funds are unspent as of Dec 31?
\$	\$
Please provide a description of how the funds were used to support your event/project/service:	
Please describe how the community benefited from your event, project or service:	
Number of clients serviced or attendees	
Proof of acknowledgement of Town funding <input type="checkbox"/> Attached	
Signature	
Name (print):	
Date	

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