



Subject: *Community Grant Funding*
To: Parks, Recreation & Culture Committee
Date Prepared: October 2, 2025
Prepared by: Jo Swinemer, Community Development Coordinator
Approved by: Alana Tapper, Parks, Recreation & Culture Director

Summary

The Community Grant Policy allows staff to process small grants throughout the year and the allotment typically lasts through the entire fiscal year.

The annual budget of \$33,000 for Community Grant Program was fully spent as of the end of September. With half of 2025/2026 fiscal year remaining, Council may want to consider allocating additional funds for this fiscal year. Staff will continue to monitor and bring updated amounts to Council as part of 2026/2027 budget discussions.

Financial Impact Statement

The Community Grant Program budget of \$33,000 has been spent as of the end of September. An additional \$12,000 is estimated to meet the need for the balance of this fiscal year.

General Government Grants Reserve is a potential source of funding and has a balance of approximately \$150,000.

Recommendation

It is recommended to add funds to this grant program for the balance of the 2025/2026 fiscal year. General Government Reserve is a potential funding source to supplement the program for this fiscal year.

Recommended Motion

Move that Parks, Recreation & Culture Committee recommend to Council that up to \$12,000 from General Government Reserve be added to Community Grant Program budget to meet demand of this funding program for 2025/2026.

Background

Community Grant Program has several categories, that fund community groups and also support individuals. Grants range from \$100 to \$1500. Applications are reviewed against policy and processed by staff as they are received.

There have been some minor policy changes over the years. In 2022/2023, amounts for athletes was changed from \$25 to \$100 and eligibility for insurance expenses was removed with the creation of the Not-for-Profit Insurance Grant as of April 2023.

Community Grant Program Summary

Fiscal Year	Budget	Total Spent	Date Expended	Total Applications
2017/18	\$23,000	\$17,575		35
2018/19	\$33,000	\$33,000	2019-02-20	46
2019/20	\$33,000	\$32,918	2020-02-25	41
2020/21	\$33,000	\$31,459		27
2021/22	\$33,000	\$26,844		25
2022/23	\$33,000	\$29,993		31
2023/24	\$33,000	\$29,061		32
2024/25	\$33,000	\$33,000	2025-03-25	43
2025/26	\$33,000	\$33,000	2025-09-15	43

Discussion

Staff are continuing to see increased grant program usage, along with general funding inquiries. Organizations and community groups are reliant on funding for new equipment, general maintenance, annual upkeep and event hosting including parade insurance.

Many groups are using this funding annually, this is especially common for organizations with few revenue stream options (parks/trails groups) or for community halls and recreation facilities where maintenance costs have grown substantially in the last few years. While the Event Hosting grant is usually only a maximum of \$250, there is also the option for parade insurance up to \$500 and that option was used 4 times since April.

Community Grant Usage

Year	Rec Operating		Equipment		Travel (Youth)		Event Host/Parade Ins.	
	Applications	Value	Applications	Value	Applications	Value	Applications	Value
2017/18	3	\$4500	7	\$6250	14	\$4250	11	\$2575
2018/19	14	\$19,970	7	\$6920	9	\$2200	16	\$3910
2019/20	16	\$22,543	4	\$4000	7	\$2625	14	\$3750
2020/21	21	\$28,684	2	\$2000	3	\$525	1	\$250
2021/22	17	\$23,019	2	\$2000	1	\$300	5	\$1525
2022/23	17	\$23,050	3	\$3000	5	\$1850	6	\$2093
2023/24	14	\$20,513	1	\$986	10	\$4600	7	\$2962
2024/25	17	\$23,555	1	\$1000	15	\$4800	10	\$3975
2025/26	16	\$21,777	2	\$2000	14	\$4925	11	\$4298

STRATEGIC ALIGNMENT

The Community Grant Program directly supports Council's strategic plan by supporting initiatives that contribute to building strong, vibrant communities and enhancing quality of life through recreational and cultural activities.

FINANCIAL CONSIDERATIONS

The Community Grant is a first come, first funded program. The annual allocation for the grant program has been \$33,000 for the last 8 years.

Given the uptake in the grant program and applications expected in the coming months, further funding is required to meet the demand and increased funding can be considered as part of 2026/2027 budget discussions.

Supplemental funding for the 2025/2026 fiscal year could be supported through the General Government Grant Reserve which has an approximate balance of \$150,000.

Alternatives

Council may consider recommending no further funds be added to the Community Grant Program for 2025/2026, referring applicants to April 2026.

Council may also consider alternate funding amount or different source of funding for Community Grant Program for 2025/2026.

Attachments

Community Grant Program Policy