



## Town of Niagara-on-the-Lake

1593 Four Mile Creek Road  
P.O. Box 100, Virgil, ON L0S 1T0  
905-468-3266 www.notl.com

**REPORT #:** CS-25-011 **COMMITTEE DATE:** 2025-07-15  
**REPORT TO:** COTW-General **DUE IN COUNCIL:** 2025-07-22  
**SUBJECT:** 2025 Discretionary Grant Committee Allocations

### 1. RECOMMENDATION

It is respectfully recommended that:

- 1.1 That the following allocations be approved, as recommended by the Discretionary Grant Committee for the 2025 Program Year.

Organization	2025 Request
Cultural Communications Group	\$ 7,500.00
Community Palliative Care & Wellness	\$ 4,031.00
Niagara Health Foundation	\$ 14,485.00
Friends of Laura Secord	\$ 14,997.98
NOTL Horticultural Society	\$ 2,000.00
<b>Total Grants Awarded</b>	<b>\$ 43,013.98</b>

### 2. EXECUTIVE SUMMARY

- This report presents the Discretionary Grant Committee allocation recommendations for Council approval for the 2025 program year.
- Total funds recommended for dispersal is \$43,013.98 and are funded from parking revenue.
- Twenty-three (23) applications were received for 2025, with eighteen (18) being eliminated due to not meeting policy criteria. These applicants will be notified accordingly and are excluded from the final recommended list.
- Grant requests totaled \$226,408.98, exceeding the Town's budgeted program of \$90,600 by \$135,808.98.
- Successful applicants will be notified following the approval of this report, and payment arrangements will be made.

### 3. PURPOSE

The purpose of this report is to request that Council approve the Discretionary Grant Allocations, as recommended by the Discretionary Grant Committee.

#### 4. BACKGROUND

In November 2024, Council reviewed and approved the Town's Discretionary Grant Policy through report CS-2024-018. At this time, changes were made to outline eligible and ineligible organizations, eligible and ineligible expenses, maximum grant amounts per grant category, and terms and conditions of the policy.

Council approved the above changes, and Councillors Balasiuk, Mavridis, and Vizzari continue to serve on the Discretionary Grant Committee. Applications were open from April 22, 2025, to May 26, 2025. The Committee met on two occasions, June 5, 2025, and June 12, 2025, to discuss the Discretionary Grant Policy and procedure to apply for grant applications.

Twenty-three (23) applications were received for 2025, with requests totalling \$226,408.98. Eighteen (18) grants were eliminated based on not meeting policy criteria. Those eliminated have been removed from the summary lists and will be notified separately. There is no mechanism to appeal the Committee's or Council's decision.

#### 5. DISCUSSION / ANALYSIS

The Discretionary Grant Committee, made up of three Councillors and two Staff members from Finance, independently reviewed all applications received. As a group, it was determined that 18 applications did not meet policy requirements for various reasons, including failure to provide financial statements, ineligibility due to the type of project (i.e. covering ineligible staffing costs), initiatives that applied for the same project as the previous year, or initiatives that did not align with the policy's intent. The remaining applications were graded based on a scoring matrix. An average score was calculated for each grant application. If the average score exceeded the minimum mark required, the application was deemed eligible for a grant. Grant funds were awarded according to the total grant requested. The balance of \$47,586.02 will be transferred back to the reserve at the end of the year unless otherwise directed by Council.

#### 6. STRATEGIC PLAN

The content of this report supports the following Strategic Plan initiatives:

##### Pillar

1. Vibrant & Complete Community

##### Priority

1.2 Economic Development & Community Partnerships

##### Action

1.2 a) Economic Development

#### 7. OPTIONS

7.1 Option 1: Council approve the Discretionary Grant Committee's allocations  
**(Recommended)**

7.2 Option 2: Council modify the Discretionary Grant Committee's allocations *(Not Recommended)*

## **8. FINANCIAL IMPLICATIONS**

The Discretionary Grant program is funded through parking revenues. Total funds being granted for 2025 amount to \$43,013.98.

## **9. ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications associated with this report.

## **10. COMMUNICATIONS**

Following the approval of this report, staff will notify all parties of the status of their grant application and coordinate grant agreements and payments.

## **11. CONCLUSION**

Staff is recommending that Council approve the allocations made by the Discretionary Grant Committee.

## **12. PREVIOUS REPORTS**

- CS-24-018

## **13. APPENDICES**

N/A

Respectfully submitted:

**Prepared by:**



**Amy Sager**  
**Finance Coordinator**

**Recommended by:**



**Nick Alaimo, CPA, CMA**  
**Manager of Finance/Deputy Treasurer**

**Recommended by:**



**Kyle Freeborn, CPA, CMA**  
**Director of Corporate Services/Treasurer**

**Submitted by:**



**Nick Ruller**  
**Chief Administrative Officer**