



Town of Arnprior
Regular Meeting of Council: September 26, 2022
Correspondence Package Number A-22-SEPT-12

Recommendation:

That the Correspondence Package Number. A-22-SEPT-12 be received, and that the recommendation(s) outlined be brought forward for Council's consideration.

Action Items:

1. **Request In Kind Support (Single) – Waive Nick Smith Centre Community Hall Rental Fees – Arnprior & Area Physician Recruitment Committee**

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant (In-Kind Support) request from Arnprior & Area Physician Recruitment Committee; and

Whereas the Arnprior & Area Physician Recruitment Committee will be hosting a 2022 Christmas Craft Market on November 12, 2022 from 9:00 am – 2:00 pm, in support of the Physician Recruitment Committee; and

Whereas this Christmas Craft Market event will be hosted in place of the annual Doctors Dining Dual fundraising event, due to ongoing COVID-19 concerns.

Therefore Be It Resolved That Council approve the request for waiving the Nick Smith Centre Community Hall rental fees, including, set up and tear down (value of \$450.00) for the 2022 Christmas Craft Market on Saturday, November 12, 2022 (7:00 am – 4:00 pm); and

Further That the Arnprior & Area Physician Recruitment Committee be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured for the event.

Municipal Grants Application

General Information	Submission Date: _____		
Name of Organization:	Arnprior & Area Physician Recruitment Committee		
Street Address:	346 John Street		
City/Town:	Arnprior	Postal Code:	K7S 2P6
Contact Person:	Mary Miltimore	Position/Title:	Coordinator
Telephone:	613-622-5763 x 1103	Fax Number:	613-622-0320
E-mail:	mary.miltimore@arnpriorhealth.ca		
What is your organization's status?	Charitable	Not-for-profit	Other
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Authorization:	I declare that I am authorized to sign this grant request on behalf of Arnprior & Area Physician Recruit _____ [insert name of organization]  _____ [signature] August 12, 2022 _____ [date]		Name (print): Mary Miltimore
			Position/Title: Coordinator
			Phone: 613-622-5763 x 1103
Please provide project/event date(s) or any relevant timelines related to this request.			
Christmas Craft Market - November 12, 2022 7am - 4pm in support of the Physician Recruitment Committee. The actual market will run from 9am to 2pm. The extra time will allow for vendors to set up their spaces.			

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Grant Request	Please check applicable request	Brief description of request (i.e. dollar amount and/or type of in-kind support, staffing requirements)
Support Funding (complete Parts A and B)	<input type="checkbox"/>	
In-Kind Support (Partnership) (complete Parts A and B)	<input type="checkbox"/>	
In-Kind Support (Single) (complete Part A)	<input checked="" type="checkbox"/>	Waive the rental fee for the Nick Smith Center Hall for the Physician Recruitment Committee Christmas Market. Unfortunately, we have decided to postpone our Doctor's Dining Duel until the spring of 2023 due to ongoing Covid-19 concerns.
Festivals and Events Support Funding (complete Parts A and B)	<input type="checkbox"/>	

Part A (to be completed for all municipal grant requests)

Organization/Grant Information	
What is the function of your organization (mandate/key objections)?	
The Arnprior and Area Physician Recruitment Committee works to ensure that every current and future resident have access to a local family physician.	
Please provide an overview of the service, program or event being supported with this funding.	
Christmas Craft Fair	
Please explain how this service, program or event benefits the Town of Arnprior and its residents.	
Offering community vendors the ability to sell their products. Also providing the community a local event that allows customers to purchase local items.	
<p>Does your organization use volunteers?</p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>If yes, how many volunteers are involved and in what capacity? (e.g. administration, service level, etc.)</p> <p>2 volunteers to offer a lunch for sale and donate the funds back to the PRC.</p> <p>2 volunteers to help with set up and tear down.</p> <p>2 volunteers to promote the silent and pie auction.</p>

<p>Please select target population that will benefit from this request.</p>	<p>Age Range:</p> <p><input type="checkbox"/> Children (Ages 0-12)</p> <p><input checked="" type="checkbox"/> Youth (Ages 13-18)</p> <p><input checked="" type="checkbox"/> Adults (Ages 19-59)</p> <p><input checked="" type="checkbox"/> Seniors (Ages 60+)</p>	<p>Number of participants benefitting from this request:</p> <p><input type="checkbox"/> 1-50</p> <p><input checked="" type="checkbox"/> 51-100</p> <p><input type="checkbox"/> 101-499</p> <p><input type="checkbox"/> 500-1000</p> <p><input type="checkbox"/> >1000</p>
<p>Does this request align with the Town of Arnprior's <u>Strategic Plan</u>, as determined by Council? Please explain.</p>		
<p><u>Key Priorities</u></p> <ul style="list-style-type: none"> Economic Development – Attraction, retention and marketing initiatives and economic impact 	<p>Thanks to your ongoing support over the years, we have been successful in our recruitment efforts. We plan to continue our recruitment efforts in order to ensure that we are able to add additional physicians to provide care to the increasing number of residents in our area. As well we will work to replace those physicians who will announce their retirement in the coming years in a timely manner.</p>	

<ul style="list-style-type: none"> Community Well Being – Community support, arts and culture, recreational and leisure, health and well being support initiatives 									
<p>Has your organization received support from the Town of Arnprior in previous years?</p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>If yes, please provide additional details below.</p> <table border="1"> <tr> <td data-bbox="625 772 998 884"> <p>Dollar (\$) value received:</p> </td><td data-bbox="998 772 1511 884"></td></tr> <tr> <td data-bbox="625 884 998 1104"> <p>Service/ Program/ Festival/ Event grant support was received for:</p> </td><td data-bbox="998 884 1511 1104"> <p>free hall rental</p> </td></tr> <tr> <td data-bbox="625 1104 998 1514"> <p>Type of grant support received:</p> </td><td data-bbox="998 1104 1511 1514"> <p><input type="checkbox"/> Support Funding</p> <p><input checked="" type="checkbox"/> In-Kind Support</p> <p><input type="checkbox"/> In-Kind Partnership</p> <p><input type="checkbox"/> Festival and Event Support Funding</p> </td></tr> <tr> <td data-bbox="625 1514 998 1852"> <p>Was Town staff support provided?</p> <p>If yes, in what capacity?</p> </td><td data-bbox="998 1514 1511 1852"> <p>no</p> </td></tr> </table>	<p>Dollar (\$) value received:</p>		<p>Service/ Program/ Festival/ Event grant support was received for:</p>	<p>free hall rental</p>	<p>Type of grant support received:</p>	<p><input type="checkbox"/> Support Funding</p> <p><input checked="" type="checkbox"/> In-Kind Support</p> <p><input type="checkbox"/> In-Kind Partnership</p> <p><input type="checkbox"/> Festival and Event Support Funding</p>	<p>Was Town staff support provided?</p> <p>If yes, in what capacity?</p>	<p>no</p>
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If this submission/request differs from previous year(s), please describe the difference?

In the past, the Town of Arnprior has graciously waived the rental fee for the hall at the Nick Smith Center for our fundraising events. We greatly appreciate your generosity, it positively impacts the success of our fundraising efforts! Unfortunately, due to the pandemic, we were unable to hold a fundraiser in 2020, however, we were able to hold a Spring Craft Fair, which was a success. The PRC is happy to announce that we will be holding another Christmas Craft Fair. We respectfully request that the Town of Arnprior waive



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Part B (to be completed for the following Streams: Support Funding, In-kind Partnership, Festivals and Events)

Financial Information

Indicate your organizations fundraising policy. Comment on your organizations fundraising plans for the current year and upcoming years. (If Applicable)

The Arnprior and Area Physician Recruitment Committee (PRC) annual budget stipulates that the committee raise \$10,000 each year to support the activities of the committee.

Does your organization raise enough money through fundraising to cover its expenses? If not, indicate your organizations plan to pay these expenses. (If Applicable)

In the past, PRC has raised sufficient funds to cover its expenses.

Indicate if you received funding or are seeking funding from sources other than the municipality.

PRC receives funding from the Township of McNabb Braeside.

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Funding provided must benefit the residents of the Town of Arnprior. Please indicate how the funding would be used to benefit the residents of Arnprior.

The funding supports the activities of the committee that recruits new family physicians and retains existing physicians. Family doctors are important in preventative care, better health outcomes, provide earlier diagnosis of potentially serious problems and result in fewer hospital stays. The loss of family physicians results in a loss of accessible, comprehensive and consistent care. When there are insufficient family physician serving the community, existing residents decline in health, they may relocate to another community or have to travel farther for medical care increasing their time away from work.

In what way is your organization working on becoming self-sufficient?

By maintaining a budget, reducing costs, holding fundraising events, and seeking corporate sponsors, the committee minimizes the funding requests to local municipalities.

What effect would the denial of all or a part of this request have on your organization and/or the event/activity/program/service you are applying for?

The craft fair may be moved to another facility within Arnprior or to a neighboring community that would be smaller and less convenient to exhibitors and visitors reducing the attractiveness of the event and thus minimizing our fundraising capabilities.

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Has your participation been greater, less or more than last year? (If Applicable)

This is our first event.

Part B (cont'd)

Projected Budget

Please fill out the projected budget for your organization's festival/event/initiative/project below.

<u>Revenue Description</u>	<u>Budget Amount</u>
Grants – Federal and/or Provincial	\$
Grants – Town of Arnprior	\$
Donations/Sponsorships	\$
Earned Income	\$
Applicant Contribution	\$
User Fees	\$
Membership Fees	\$
Fundraising Efforts	\$
Other (please specify)	\$
Other (please specify)	\$
Other (please specify)	\$
Other (please specify)	\$
Total Revenue	\$

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<u>Expenses Description</u>		<u>Budget Amount</u>
Salaries and Benefits		\$
Advertising and Promotion		\$
Entertainment		\$
Administration		\$
Facilities Rental		\$
Prizes and Awards		\$
Other (please specify)		\$
Other (please specify)		\$
Other (please specify)		\$
Other (please specify)		\$
Total Expenses		\$
Please attach the listed documentation to your completed application.	<input type="checkbox"/> Most recent financial statements	
	<input type="checkbox"/> Financial statement from previous year or previous festival/event	
	<input type="checkbox"/> Budget for program, service, festival/event	
	<input type="checkbox"/> Proof of incorporation, if applicable	
	<input type="checkbox"/> Proof of insurance (required if funding is approved)	
_____ (initial)	I hereby acknowledge that the Town of Arnprior requires any successful applicant to provide a follow-up report, as described in the Municipal Grants Policy.	

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Conditions of Assistance

- a) Any Grant funding provided by the Town of Arnprior must be applied to current expenses associated with the approved project, and not be used to subsidize any other project of the applicant, or to reduce or eliminate accumulated deficits.
- b) The Town of Arnprior must be notified in writing of any significant changes and/or purpose of the supported activity or event. In the event that the activity or event is not completed, or does not move forward, the Town of Arnprior reserves the right to request the return of any grant funding provided.
- c) Receipt of a grant does not guarantee funding the following or any subsequent year.
- d) The applicant acknowledges and agrees that the Town of Arnprior shall not be liable for any incidental, indirect, special or consequential damages, injury or any loss of use, revenue or profit of the organization arising out of or in any way related to the approved program/event/ service.
- e) Where applicable, the Town of Arnprior must be acknowledged on promotional materials related to the funded activities/event, including but not limited to brochures, print ads, programs, posters, signage and media releases, as well as websites, e-newsletters, and social media campaigns, where possible. The Marketing and Economic Development Officer will require information from the applicant, in advance on what materials/ electronic formats the Town's logo will be included on to ensure compliance with the Town's brand guidelines.
- f) The Town of Arnprior reserves the right to an onsite presence, or formal role, at Festivals and Events. Failure to acknowledge the Town's support may result in the inability of an organization to obtain grant support in future years.

<hr/> (initial)	I acknowledge that I have read and understand the Condition of Assistance for receipt of Town of Arnprior Municipal Grants. I also acknowledge that I have read and agree to follow the Town of Arnprior's Municipal Grants Policy.
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Budget

Table Rentals

Budget	Budget
\$1,500.00	

REVENUE

Food sales	\$ 250.00
Pillow Sales	\$ 200.00
Silent Auction	\$250.00
Pie Auction	\$200.00
Grand Total	\$2,400.00

EXPENSES

Marketing/Printing	\$250.00
Advertising	\$200.00
Drinks/supplies	\$100.00
Mary's extra time	\$250.00
	0

\$2,400.00	\$800.00
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Total Profit:	\$1,600.00
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