



**Town of Arnprior  
Regular Meeting of Council: May 12<sup>th</sup>, 2025**

**Correspondence Package Number A-25-MAY-06**

**Recommendation:**

**That** the Correspondence Package Number. A-25-MAY-06 be received, and that the recommendation(s) outlined be brought forward for Council's consideration.

**Action Item:**

**1. Municipal Grants Application (In-Kind Request) – Grace St. Andrews United Church Women**

**That** Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from Grace St. Andrews United Church Women for the 2025 Christmas Craft Sale; and

**Whereas** the Grace St. Andrews United Church Women are an eligible organization under the Municipal Grants Policy; and

**Whereas** the Grace St. Andrews United Church Women will be hosting a Christmas Craft Sale on November 1<sup>st</sup>, 2025 at the Nick Smith Centre which is a fundraising event that allows the Grace St. Andrews United Church Women to give back to the community; and

**Therefore Be It Resolved That** Council approve the request for waiving the Nick Smith Centre Community Hall Rental Fee (value of approximately \$365) on November 1<sup>st</sup>, 2025 for the Christmas Craft Sale; and

**Further That** Grace St. Andrews United Church Women 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

<b>General Information</b>	<b>Submission Date:</b> _____		
Name of Organization:	Grace-St. Andrews United Church Women		
Street Address:	269 John St. N.		
City/Town:	Arnprior	Postal Code:	K7S 2P3
Contact Person:	Lenna Whyte	Position/Title:	CHRISTMAS CRAFT Market Co-Ordinator
Telephone:	[REDACTED]	Cell Fax Number:	[REDACTED]
E-mail:	[REDACTED]		
What is your organization's status?	Charitable	Not-for-profit	Other
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Authorization:	I declare that I am authorized to sign this grant request on behalf of  G.S. A United Church Women  [REDACTED] [signature]		Name (print): Lenna Whyte
	<div style="text-align: center;"> <u>Jan. 17, 2025</u> [date] </div>		Position/Title: Christmas Craft Market CHAIR
			Phone: [REDACTED]
Please provide project/event date(s) or any relevant timelines related to this request.			
Use of Nick Smith Centre HALL on Sat. Nov. 8, 2025 from 7:00 Am to 4:30pm Craft Sale to start at 9:30am & conclude at 3:30pm Need Tables set up & torn down. Floor plan will be provided			

After discussion with staff, the date has been changed to November 1, 2025.

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 type="checkbox"/>	Staff determined this is an "In-Kind Support (Single)" Request and not a "Festival and Events Support Funding" Request.
Festivals and Events Support Funding (complete Parts A and B)	<input checked="" type="checkbox"/>	- use of Hall @ No Charge - put up & take down tables for Christmas Craft Market Vendors



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


Organization/Grant Information	
<p>What is the function of your organization (mandate/key objectives)?</p> <p><i>The United Church women (UCW)'s PURPOSE To unite women of the congregation for the total mission of the church and to provide a medium through which they may express their loyalty &amp; devotion to Jesus Christ in Christian witness, study, fellowship &amp; service</i></p>	
<p>Please provide an overview of the service, program or event being supported with this funding.</p> <p><i>Our Christmas Craft Market is a major fund raising event for our U.C.W. Money we raise from any &amp; all of our events goes towards our church's programs within our church family as well as into the Community (Hospital, Neighbourlink, Food Bank, T.A.P., Longer Table, - to name a few).</i></p>	
<p>Please explain how this service, program or event benefits the Town of Arnprior and its residents.</p> <p><i>By supporting various initiatives within our town through donations made by our members financially &amp; giving up our time &amp; talents, we give assistance to our town &amp; its residents. We strive to be an out-reach Christian Community.</i></p>	
<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><i>UCW - Active Members ~ 30</i>  <i>Market Volunteers ~ 15-20 ladies + 2 conscripted husbands</i>  <i>- Chair of Event - books Vendors</i>  <i>- Organizes table floor plan</i>  <i>- Bake Table Co-ordinator - procures donations of baked goods from all members of our congregation</i>  <i>This year we are presently not planning for door prize baskets</i></p>

<p>Please select target population that will benefit from this request.</p>	<p><b>Age Range:</b></p> <p><input checked="" 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><b>Number of participants benefitting from this request:</b></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"/> &gt;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><b><u>Key Priorities</u></b></p> <ul style="list-style-type: none"> <li>Economic Development – <u>Attraction</u> retention and marketing initiatives and <u>economic impact</u></li> </ul>	<p><i>Our market draws vendors from outside the town's drawing area</i></p> <p><i>We have people coming to the market from Ottawa, Pembroke, Perth, Carleton Place who shop at the market then visit stores &amp; restaurants in town</i></p>	



## 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.

 _____ (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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