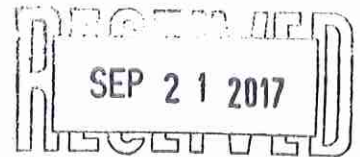




Municipality of South Huron



Community Grant Application Form

Please return application by September 21 of any given year to:
Sandy Becker, Financial Services Manager/Treasurer
Municipality of South Huron,
322 Main St S, P O Box 759, Exeter, Ontario N0M 1S6
(519) 235-0310

Name of Applicant/Organization/Service Club/Community Group: South Huron Chamber of Commerce		
Contact Person: Joan Brady		
Position held in organization by contact person: Executive Director		
Mailing Address: 483 Main St. S.		
Telephone: 226-423-3028	Cell:	Fax:
E-mail address: execdirector@shcc.or Website:		
Specifics of Event/Project/Program requesting funds: SHCC Tourism Development focus		
Total Project Budget: refer to SHCC budget		
Amount of Funds requested from the Municipality: 10,000 (For in-kind requests please provide the monetary equivalent of the grant request)		
Have you applied to the Municipality for Funding in the past? If yes, please provide summary of request. SHCC applied to the Municipality in the 2015, 2016 and 2017 fiscal years for funding assistance to contribute to SHCC's efforts in providing tourism and community		
Applicants may present their funding request as a delegation to Council. Do you want to present your request to Council? <input checked="" type="radio"/> Yes <input type="radio"/> No		
For Organizations/Service Clubs: Are you a non-profit Organization? <input checked="" type="radio"/> Yes <input type="radio"/> No Charitable Registration Number (if applicable): Date of Incorporation (if applicable): 1998 Organization/Project/Event Budget – attach or complete page 4		

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(1)

**Have you applied to the Municipality for Funding in the past?
If yes, please provide summary of request.**

SHCC applied to the Municipality in the 2015, 2016 and 2017 fiscal years for funding assistance to contribute to SHCC's efforts in providing tourism and community development support services for the Municipality. SHCC was awarded the grant each year.

Grant Category and Description:

Please check the appropriate category & grant type:

- | | | |
|--|---|-------------------------------|
| <input type="radio"/> Youth/Senior Event | <input type="radio"/> Monetary | <input type="radio"/> In Kind |
| <input type="radio"/> Community Beautification | <input type="radio"/> Monetary | <input type="radio"/> In Kind |
| <input type="radio"/> Arts, Culture and Heritage | <input type="radio"/> Monetary | <input type="radio"/> In Kind |
| <input checked="" type="radio"/> Tourism Development | <input checked="" type="radio"/> Monetary | <input type="radio"/> In Kind |
| <input type="radio"/> Community Special Event | <input type="radio"/> Monetary | <input type="radio"/> In Kind |
| <input type="radio"/> Capital funding for a specific project | <input type="radio"/> Monetary | <input type="radio"/> In Kind |

Project Information:

Provide a brief description of the event, program or project. Include goals and timelines.

Since it began its shared occupancy of the South Huron Welcome Centre, the SHCC has been intentional in its role in partnering with the Exeter BIA to provide tourism services to visitors to South Huron. It has also worked within various contexts to develop resources and promotional material to attract and inform about the many South Huron assets and advantages. In addition to promoting

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If this is *not* a new project or initiative, please describe how it will enhance your program or increase participation and/or volunteerism.

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SHCC is building membership, activity and profile in order to develop resources that will sustain full-time leadership, administrative and outreach capacity.

Having sufficient staff and office premises is critical to make sure that SHCC is able to serve the South Huron business community adequately as well as to

What is the specific purpose that the grant funds will be used for?

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The funds will be used to contribute to the salary of SHCC's Executive Director, creating capacity to perform duties and tasks that are directly beneficial to the Municipality of South Huron and its greater community. This will include

For in-kind requests please provide details on type of request (ie materials, equipment or resources).

Indicate what other sources of funding is supporting this event, program or project.

SHCC revenue is made up of membership fees and fundraising. These funds support SHCC operations including the salary of the Executive Director (a 75% position in 2017)

Who will benefit from the purposed event, project or program (i.e. children, seniors, etc)? The community as a whole can benefit from tourism and economic development support. The spin-off benefits associated with a dedicated investment in tourism and economic development will be appreciated by all

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Project Information:

Provide a brief description of the event, program or project. Include goals and timelines.

Since it began its shared occupancy of the South Huron Welcome Centre, the SHCC has been intentional in its role in partnering with the Exeter BIA to provide tourism services to visitors to South Huron. It has also worked within various contexts to develop resources and promotional material to attract and inform about the many South Huron assets and advantages. In addition to promoting tourism, the SHCC enhances the municipality with economic and community development initiatives. Some of the activities anticipated activities include:

*In partnership with the Exeter BIA, SHCC is a key liaison or 'point of contact' for any tourism, economic or community development inquiries pertaining to South Huron.

*SHCC staff members represent South Huron in regional economic development initiatives and update the Municipality where applicable.

*SHCC's presence contributes to the continued enhancement of the South Huron Welcome Centre as a focal point for information related to South Huron and Huron County, including inquiries pertaining to tourism, new residents and economic development.

*SHCC staff contribute to the maintenance and updating of South Huron's portion of Huron County's Centralized Business Directory

*SHCC staff host, supervise and support Job Creation Partnership positions which focus on workforce development and community promotion

If this is *not* a new project or initiative, please describe how it will enhance your program or increase participation and/or volunteerism.

SHCC is building membership, activity and profile in order to develop resources that will sustain full-time leadership, administrative and outreach capacity. Having sufficient staff and office premises is critical to make sure that SHCC is able to serve the South Huron business community adequately as well as to enable full support and engagement in Municipal programs, consultations and initiatives. It is the intention of SHCC to continue to work towards a viable, self-sustained organization.

With the support of the Municipality of South Huron, we can continue the efforts made by SHCC, BIA and MoSH in keeping the Welcome Centre open all year at a fraction of the cost of a full time municipal employee.

What is the specific purpose that the grant funds will be used for?

The funds will be used to contribute to the salary of SHCC's Executive Director, creating capacity to perform duties and tasks that are directly beneficial to the Municipality of South Huron and its greater community. This will include contribution to local tourism and economic development efforts and maintenance and staffing of the South Huron Welcome Centre.

Who will benefit from the purposed event, project or program (i.e. children, seniors, etc)?

The community as a whole can benefit from tourism and economic development support. The spin-off benefits associated with a dedicated investment in tourism and economic development will be appreciated by all sectors of the community, including local businesses, residents and the Municipality. Attracting new residents and businesses to the community and workforce development are included in the MoSH's strategic plan.

Organization Details:

Provide a brief history of your organization, and indicate if it is incorporated as a non-profit organization.

SHCC is a not-for-profit organization with a mandate to promote member businesses and contribute to the economic and community development of South Huron. To achieve its mandate SHCC is dependent on several non-guaranteed sources of revenue, including membership fees, special events, and group insurance commissions. Non-guaranteed means that SHCC's primary revenue sources are based on the voluntary actions of its members and event participants to continue their support of SHCC. SHCC's business model is very different than other organizations like the BIA that receive a stable amount of core funding from mandatory levies.

Is your group able to issue charitable tax receipts on its own? no

What are the general objectives/services of your organization?

The South Huron Chamber of Commerce is committed to supporting economic development, entrepreneurship and community prosperity by providing information, services and advocacy for its members.

In what geographical area does your organization operate?

The majority of our members are within the boundaries of the Municipality of South Huron

Do volunteers participate in your organization? If yes, indicate the number of volunteers and type of involvement?

SHCC is managed by a volunteer Board of Director (currently 9 individuals). The Directors attend monthly Board meetings and participate in numerous special events hosted by SHCC throughout the year. Volunteers are also engaged in committee work including in the gala and other event committees.

List the Executive Officers of your organization:

Leanne Comeau - President - 519-902-4988
Tine Buechler - Vice President - 226-880-2200
Treasurer - Vacant - duties performed by Executive Director
Teresa Van Raay - Secretary - 519-237-3255

South Huron Chamber Of Commerce Budget 2018

2018 Budget
conservative

increase
over 2016 increase

REVENUE	2017 Budget	2018 Budget	increase over 2016 increase	conservative
Membership Revenues	\$ 23,720.00	\$ 25,000.00	22%	\$ 25,000.00
Event Revenues	\$ 43,400.00	\$ 47,000.00	13%	\$ 47,000.00
Other Revenue	\$ 11,530.00	\$ 20,000.00	10%	\$ 20,000.00
Total	\$ 78,650.00	\$ 92,000.00	15%	\$ 92,000.00

*includes MoSH grant/project funding/etc.
15% increase

EXPENDITURES

Total Wages	\$ 35,100.00	\$ 45,500.00	11%	\$ 45,500.00
Office/Admin Expenses	\$ 17,000.00	\$ 15,000.00	48%	\$ 15,000.00
Event Expenses	\$ 21,650.00	\$ 24,000.00	10%	\$ 24,000.00
Other Expense	\$ 2,040.00	\$ 5,000.00	50%	\$ 5,000.00
Total Expenses	\$ 75,790.00	\$ 89,500.00	28%	\$ 89,500.00

*87.5% position - 75% position in 2017

16% increase

Net Income	\$ 2,860.00	\$ 2,500.00
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Terms and Conditions:

In the event that a grant is awarded, the applicant agrees to the following:

- To provide a complete status report of the use of the funds within 60 days of the event, project or program completion.
- To provide a financial statement from the previous year from either the event or the organization.
- To acknowledge the support of the Municipality of South Huron in all printed material and through other promotional means.
- The funds will be used only for the purposes described in this application.
- To inform Council if the project is delayed or changed substantially for any reason.
- In the event that the project does not go forward, the applicant will return those funds granted for the proposed project.

Signature: _____ Print Name: Joan Brady

Organization/ Service Club/Community Group: South Huron Chamber of Commerce

Date Submitted: September 20, 2017

South Huron Chamber of Commerce

Financial Statements

For the Year Ended December 31, 2016

South Huron Chamber of Commerce
Balance Sheet
December 31, 2016
Unaudited - See Notice to Reader

	<u>2016</u>	<u>2015</u>
Assets		
Current Assets		
Cash	\$ 30,388	14,681
Accounts receivable	<u>466</u>	<u>568</u>
	<u>\$ 30,854</u>	<u>15,249</u>
Liabilities		
Current Liabilities		
Accounts payable and accrued liabilities	\$ 10,191	1,989
Net Assets		
Balance, beginning of year	13,260	16,012
Excess (Deficiency) of revenues over expenses	<u>7,403</u>	<u>(2,752)</u>
Balance, end of year	<u>20,663</u>	<u>13,260</u>
	<u>\$ 30,854</u>	<u>15,249</u>

South Huron Chamber of Commerce
Statement of Operations
For the Year Ended December 31, 2016

Unaudited - See Notice to Reader

	<u>2016</u>	<u>2015</u>
Revenue		
Events	\$ 36,312	28,056
Membership dues	16,715	13,580
Grants	13,183	13,895
Group insurance	1,493	2,372
Interest	118	161
	<u>67,821</u>	<u>58,064</u>
Operating Expenses		
Wages and benefits	28,090	34,378
Event costs	21,768	16,038
Office rent	6,000	6,000
Office	1,427	1,385
Insurance	1,334	1,307
Association dues	862	836
Donations	561	638
Meeting costs	376	234
	<u>60,418</u>	<u>60,816</u>
Excess (Deficiency) of revenues over expenses	<u>\$ 7,403</u>	<u>(2,752)</u>