



7030 Trans-Canada Highway  
Duncan, BC V9L 6A1 Canada  
[www.northcowichan.ca](http://www.northcowichan.ca)  
T 250.746.3100  
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## GRANT APPLICATION

(PLEASE PRINT)

Name of Organization	Cowichan Rugby Club
Address of Organization	1860 Herd Rd Duncan, B.C.
Full Mailing Address	1860 Herd Rd Duncan, B.C. V9L 5W4
Telephone Number & Email	1250 746 7513 treasurer@cowichanrugby.ca
Contact Person/Title	Sean Williams - Treasurer

Primary purpose of organization: Recreational Sports

Category under which greatest portion of services fall:

Social Service  Sports  Cultural  Economic Development  Other \_\_\_\_\_

Services available to all members of community:  Yes  No

If no, please list criteria for receiving your service:

Total Number of people that used your service last year: 250-300

Approximate number of your clients that reside in North Cowichan: 120-150

(Please note that North Cowichan includes the communities of Chemainus, Crofton, Maple Bay, and the Duncan area north of the Cowichan River, and outside the one square mile Duncan core.)

Amount of grant requested: \$8000

Describe how the grant will be used: (e.g. special projects, operations, maintenance, etc.)

The funding will be used to pay for water for the 2 fields, as well as for Insurance and Liability Insurance for the rugby club. We currently are upgrading all the field lights so more playing time for kids can practice.

In order to be considered for a Municipal grant, please ensure that you enclose the following: the most recent financial statement, and the proposed operating budget.

Other Information: Have you obtained a previous grant from the Municipality?  Yes  No

Or have you applied to another local government for funding?  Yes  No

If yes, please list: Last year's Grant Aid **FIPPA s. 22(1)**

Applicant's signature: \_\_\_\_\_ Date: Oct 13 2023

In order to be eligible for consideration for a 2024 grant-in-aid, this application and all requested supporting materials must be received no later than October 15th, 2023.

Please submit in person at 7030 Trans Canada Hwy or email to [finance@northcowichan.ca](mailto:finance@northcowichan.ca)

Print Form

Note: Personal information is collected by the Municipality of North Cowichan under the authority of section 26(c) of the Freedom of Information and Protection of Privacy Act for the purpose of processing and administering grant-in-aid applications. Should you have any questions about the collection of this personal information, please contact the Deputy Director of Corporate Services, (250) 746-3100, 7030 Trans-Canada Highway, Duncan, BC V9L 6A1.


Notice to Reader

I have compiled the Statement of Operations for the Cowichan Rugby Club as at April 30, 2022, and the statements of Financial Position and cash flows for April 30, 2022 then ended from information provided by management.

I have not audited, reviewed, or otherwise attempted to verify the accuracy or completeness of such information.

Readers are cautioned that these statements may not be appropriate for their purpose.

Duncan, B.C.  
November 11, 2022

 **FIPPA s. 22(1)**  
Sharon Moss

COWICHAN RUGBY CLUB  
STATEMENT OF OPERATIONS  
FOR THE YEAR ENDED APRIL 30, 2022  
(Unaudited)

	General Fund	Gaming Fund	Capital Asset Fund	Field Project	Junior Develop. Memorial Fund	2022	2021
<b>REVENUE</b>							
Concession and Gate	\$ 21,379					\$ 21,379	\$ 4,955
Bingo	-	\$ 10,000				10,000	16,000
Donations and Grants	6,882		\$ 10,149			17,031	19,468
Fundraising	2,996					2,996	8,502
Membership Dues	15,451					15,451	5,947
Interest			6		\$ 252	258	197
Travel Recovery	370					370	
Clothing	3,846					3,846	7,416
Sponsorship	18,135					18,135	250
	<u>\$ 69,059</u>	<u>\$ 10,000</u>	<u>\$ 10,155</u>	<u>\$ -</u>	<u>\$ 252</u>	<u>\$ 89,466</u>	<u>\$ 62,735</u>
<b>EXPENDITURES</b>							
Advertising & Promotions	\$ 179					\$ 179	\$ 2,370
Amortization			\$ 18,782			18,782	18,425
Bank Charges and Interest	1,164			\$ 4,333		5,497	5,455
Concession	1,584					1,584	467
Property Insurance	8,693					8,693	5,162
Licences and Dues	1,373	\$4,340				5,713	100
Office	2,402					2,402	210
Repairs and Maintenance	4,302	161				4,463	2,088
Scholarships/Donations	500	600				1,100	1,950
Tournaments and Travel	1,703					1,703	1,044
Uniforms and equipment	22,943					22,943	7,720
Utilities	9,039	5,028				14,067	13,095
	<u>\$ 53,882</u>	<u>\$ 10,129</u>	<u>\$ 18,782</u>	<u>\$ 4,333</u>	<u>\$ -</u>	<u>\$ 87,126</u>	<u>\$ 58,086</u>
Net Fund	\$ 15,177	-\$ 129	-\$ 8,627	-\$ 4,333	\$ 252	\$ 2,340	\$ 4,649
Fund Transfers	-12,738	0	1,236	11,754	-252	0	0
Excess (deficiency)	<u>2,439</u>	<u>-129</u>	<u>-7,391</u>	<u>7,421</u>	<u>0</u>	<u>2,340</u>	<u>4,649</u>
Fund balances, Beginning of year	\$ 8,948	\$ 129	\$ 251,786	-\$ 106,837	\$ 11,190	\$ 165,216	\$ 160,567
Fund balances, end of year	<u>\$ 11,387</u>	<u>\$ -</u>	<u>\$ 244,395</u>	<u>-\$ 99,416</u>	<u>\$ 11,190</u>	<u>\$ 167,556</u>	<u>\$ 165,216</u>

COWICHAN RUGBY CLUB  
STATEMENT OF FINANCIAL POSITION  
FOR THE YEAR ENDED APRIL 30, 2022  
(Unaudited)

	General Fund	Gaming Fund	Capital Asset Fund	Field Project	Thibodeau Memorial Fund	2022	2021
<b>CURRENT ASSETS</b>							
Cash	\$ 13,178	\$ -	\$ 13,263		\$ 11,190	\$ 37,631	\$ 33,275
FIXED ASSETS (Note 5)			231,132			\$ 231,132	244,978
<b>Total Assets</b>	<b>\$ 13,178</b>	<b>\$ -</b>	<b>\$ 244,395</b>	<b>\$ -</b>	<b>\$ 11,190</b>	<b>\$ 268,763</b>	<b>\$ 278,253</b>
<b>CURRENT LIABILITIES</b>							
Accounts Payable	\$ 1,791					\$ 1,791	\$ 6,200
<b>LONG TERM LIABILITIES</b>							
Mortgage Payable				\$ 99,416		\$ 99,416	\$ 106,837
<b>FUND BALANCES</b>							
Invested in Capital Assets			\$ 231,132			231,132	244,978
Internally restricted			13,263	-99,416	\$ 11,190	74,963	-88,839
Unrestricted	\$ 11,387	\$ -				11,387	9,077
<b>Total Fund Balances</b>	<b>\$ 11,387</b>	<b>\$ -</b>	<b>\$ 244,395</b>	<b>-\$ 99,416</b>	<b>\$ 11,190</b>	<b>\$ 167,556</b>	<b>\$ 165,216</b>
<b>Total Liabilities &amp; Fund Balances</b>	<b>\$ 13,178</b>	<b>\$ -</b>	<b>\$ 244,395</b>	<b>\$ -</b>	<b>\$ 11,190</b>	<b>\$ 268,763</b>	<b>\$ 278,253</b>

SIGNED

TREASURER

FIPPA s. 22(1)

PRESIDENT

Andrew Wright

FIPPA s. 22(1)

COWICHAN RUGBY CLUB  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED APRIL 30, 2022  
(Unaudited)

	2022	2021
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	\$ 2,340	\$ 4,649
Excess of Revenue over expenses Item not requiring an outlay of funds Amortization of Capital Assets	18,782	18,425
Changes in non cash working capital		
Accounts Payable	-4,409	5,064
Accounts Receivable	-	1,397
Mortgage	-7,421	-2,420
	\$ 9,292	\$ 27,115
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Purchase of Capital Assets	-4,936	-6,728
	\$ 4,356	\$ 20,387
<b>INCREASE IN CASH AND CASH EQUIVALENTS</b>		
<b>CASH AND EQUIVALENTS, beginning of year</b>	33,275	12,888
<b>CASH AND EQUIVALENTS, end of year</b>	37,631	33,275
<hr style="border-top: 3px double #000;"/>		
<b>CASH AND CASH EQUIVALENTS CONSISTS OF:</b>		
Cash	\$ 26,441	\$ 22,085
Term Deposit	\$ 11,190	\$ 11,190

COWICHAN RUGBY CLUB NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED APRIL 30, 2022

- 1 The Gaming Fund receives proceeds from a share of charity bingo games and spends this money to support Junior Rugby. Junior uniform and equipments costs are paid along with a percentage of repair & maintenance (including utilities) costs. The operation of this fund is restricted under gaming regulations of the Government of British Columbia.
- 2 During the current year, donations and sponsorship from members and local businesses provided essential funding to ensure the Club was able to meet operational expenses. During the year ended April 30, 2021 a \$7,500 grant was received from the Local Sport Relief Fund created to provide financial relief to non-profit community clubs at risk of collapse or insolvency due to the impacts is of COVID - 19. The fund is made possible through financial assistance of the Government of Canada, support from the Province of BC and administered through viaSport British Columbia.
- 3 The Capital Asset Fund, during the year ended April 30, 2021, created a Capital Savings Bank Account funded through on-line donations and specifically set up to finance future capital improvements. A Long Term Planning Committee has been established to research and budget for such improvements. In the unlikely event of the dissolution of the club, any cash remaining after liquidating the Club's assets and satisfying liabilities must be donated to a charity of like cause or given to the Municipality of North Cowichan.
- 4 The Memorial Fund is an internally restricted fund, held in a GIC, set up to provide scholarships to help pay for higher education. Interest earned funds annually partially fund scholarships.

5 SIGNIFICANT ACCOUNTING POLICIES

REVENUE RECOGNITION

The non-profit association follows the deferral method of accounting for contributions. Restricted contributions related to capital are recognized over the useful life of the asset. Contributions which are not restricted are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Cash donations are recognized as revenue when received. Donations in kind are not recognized in the accounts.

COWICHAN RUGBY CLUB NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED APRIL 30, 2022

5            SIGNIFICANT ACCOUNTING POLICIES (continued)

CAPITAL ASSETS

Purchased capital assets are recorded at cost. Amortization is recorded on a declining balance basis as follows:

Land	not applicable
Building	5%
Equipment	20%
Bus	10%
Land improvements	straight line method over 20 years.

With the exception of:

In the year of acquisition, capital assets are amortized at one-half their normal rate and no amortization is recorded in the year of disposition. Assets under construction are not amortized until completed, until then the asset is classified as Work in Process.

USE OF ESTIMATES

When preparing financial statements according to Canadian GAAP, there may be some estimates and assumptions relating to:

- Reported amounts of revenue and expenses
- Reported amounts of assets and liabilities
- Disclosure of contingent assets and liabilities

Assumptions are based on a number of factors including historical experience, current events and actions that the organization may undertake in the future, and other assumptions that are reasonable under the circumstances. Actual results could differ from those estimates under different conditions and assumptions.

COWICHAN RUGBY CLUB NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED APRIL 30, 2022

6	FIXED ASSETS	Cost	Accumulated Amortization	2022 Net	2021 Net
	Land	\$49,083		\$ 49,083	\$ 49,083
	Land Improvements	296,653	\$ 170,581	126,071	140,905
	Buildings	179,133	136,012	43,121	45,391
	Equipment	132,083	125,832	6,251	2,260
	Bus	10,598	3,992	6,606	7,339
		<u>\$667,550</u>	<u>\$ 436,417</u>	<u>\$ 231,132</u>	<u>\$ 244,978</u>

7 MORTGAGE

During the year ended April 30, 2012 a \$160,000 mortgage was secured with the Island Savings Credit Union for field improvements. The mortgage is on the property amortized over 20 years, and was renewed November 6, 2017 with monthly payments of \$771.20. During the year ended April 30, 2021 the CRFC Board requested and received COVID Relief Deferral for three months mortgage payments which added an additional \$1,130 interest to the mortgage. During the current year an additional principle payment was made, representing the three months previously deferred. The balance outstanding on the mortgage at April 30, 2022 is \$99,416.

8 FINANCIAL INSTRUMENTS

This non-profit association's financial instruments consist of cash, accounts receivable, short-term investments and accrued liabilities. Unless otherwise noted, it is management's opinion that the association is not exposed to significant interest, currency or credit risks arising from these financial instruments.



# Cowichan Rugby Football Club

## 2023/2024 Budget

<b>Revenue</b>	<b>Amount</b>	
Concession	\$	30,000.00
Merchandise	\$	10,000.00
Grants	\$	15,000.00
Sponsorship	\$	5,000.00
Registration	\$	10,000.00
Miscellaneous	\$	5,000.00
Legacy Fund	\$	8,000.00
<b>Total Revenue</b>	<b>\$</b>	<b>83,000.00</b>

<b>Expenses</b>	<b>Amount</b>	
Mortgage	\$	10,000.00
Advertising & Promotion	\$	500.00
Bank Charges	\$	1,500.00
Concession	\$	15,000.00
ICBC Bus Insurance	\$	1,500.00
Property/Liability Insurance	\$	8,000.00
Field Maintenance	\$	3,000.00
Hydro	\$	2,500.00
Water	\$	8,000.00
Propane	\$	1,000.00
Rugby Kit & Equipment	\$	7,000.00
Travel	\$	5,000.00
Miscellaneous	\$	3,000.00
BC Rugby Registration	\$	6,000.00
Referee Fees	\$	1,000.00
R&M Building	\$	10,000.00
<b>Total Expenses</b>	<b>\$</b>	<b>83,000.00</b>