

**GRANT APPLICATION**

(PLEASE PRINT)

Name of Organization	Maple Bay Community Association
Address of Organization	5965 Genoa Bay Road, North Cowichan, BC V9L5Y5
Full Mailing Address	
Telephone Number & Email	250-748-8569; viwac@shaw.ca
Contact Person/Title	Shelia Kitson, President

Primary purpose of organization: Community Association

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 within the Municipality last year: 200

Approximate number of your clients that reside in North Cowichan: 200

*(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: \$2,200.00

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

See separate attachment

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

Other Information: Have you obtained a previous grant from the Municipality?  Yes  No  
Have you applied to another local government for funding?  Yes  No

If yes, please list:

Applicant's signature: \_\_\_\_\_ Date: October 13 '25

**In order to be eligible for consideration for a 2026 grant-in-aid, this application and all requested supporting materials must be received no later than October 15th, 2025.**

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

Print Form

**Maple Bay Community Association GRANT IN AID Application 2026**

Attn: Finance Department North Cowichan

Please find enclosed our Grant in Aid application for \$2,200.00. This request is for our community celebration of CANADA DAY which features a parade, barbeque, exhibits and activities.

The parade starts the event by road from Andy Hutchins Park on Herd Road to the Maple Bay Rowing Club, where the main event takes place.

This is our main fundraising event and our primary source of revenue. Annual community association memberships are sold or renewed, and a barbeque lunch is held.

Various dignitaries are invited including our local MP, our MLA, North Cowichan Mayor and Council members.

This year, 2025, we had approximately 400 people in attendance and served over 200 lunches, all done with volunteers from the community. The event was enjoyed by the community and guests in such a beautiful setting as Maple Bay.

The Municipality of North Cowichan Special Event Planning policy requires traffic control plus increased insurance coverage and these requirements mean that greater demands are placed on our limited finances. We plan to use the GRANT IN AID to cover these costs, as we have done in previous years.

We are greatly appreciative of the funds that we have received in the past.

Respectfully submitted

Shelia Kitson, President

Maple Bay Community Association, 5965 Genoa Bay Road, North Cowichan, BC, V9L5Y5

viwac@shaw.ca

**Budget**

July 1, 2025 - June 30, 2026

**Revenue**

North Cowichan Grant	2,200.00
Membership Sales	1,600.00
Canada Day: Food Sales	1,500.00
Hertiage Canada Grant	1,500.00
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	6,800.00

**Expenses**

Insurance	2,500.00
Canada Day: Traffic Control	2,000.00
MBCA Sign Refurbishment	1,300.00
Canada Day: Food Supplies	900.00
Canada Day: Cowichan Valley Concert	300.00
Canada Day: Cakes + Ice	300.00
Canada Day: Parade prizes	120.00
Canada Day: Pipers	100.00
Canada Day: Sound System	100.00
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	7,620.00

**Net Income (loss)** (820.00)

**Maple Bay Community Association  
Financial Statements**

**Income Statement**

*for period ended*

	<b>June 30 2025</b>	<b>August 31 2024</b>
<b>Revenue</b>		
Grants	3,500.00	4,400.00
Memberships	600.00	1,540.00
Canada Day event - food sales	0.00	1,410.00
Donations	15.00	1,047.25
	<u>4,115.00</u>	<u>8,397.25</u>
<b>Expenses</b>		
Insurance	2,100.00	2,180.00
Canada Day event - traffic control	0.00	2,026.50
Canada Day event - food cost	0.00	837.08
Canada Day event - CVCB band + Pipers	0.00	300.00
Canada Day - barricade rental deposit	300.00	0.00
Canada Day event - parade items	0.00	116.48
Office/admin	71.10	44.72
	<u>2,471.10</u>	<u>5,504.78</u>
<b>Net Income</b>	<b>1,643.90</b>	<b>2,892.47</b>

*NOTE to users: In 2025, the Maple Bay Community Association changed it's fiscal year end to June 30, therefore current year results are for a 10 month period, whereas the prior year is for a 12 month period.*

**Maple Bay Community Association  
Financial Statements**

<b>Balance Sheet as at</b>	<b>June 30 2025</b>	<b>August 31 2024</b>
Cash	6,287.72	5,480.90
<b>Total Assets</b>	<b>6,287.72</b>	<b>5,480.90</b>
Account Payable	300.00	1,137.08
<b>Total Liabilities</b>	<b>300.00</b>	<b>1,137.08</b>
Retained Earnings		
Opening balance	4,343.82	1,451.35
Net income	1,643.90	2,892.47
	<b>5,987.72</b>	<b>4,343.82</b>
<b>Total Liabilities and Equity</b>	<b>6,287.72</b>	<b>5,480.90</b>