



**GRANT APPLICATION**

(PLEASE PRINT)

Name of Organization	Cowichan Rugby Club
Address of Organization	1860 Herd Rd, North Cowichan, V9L 5W4
Full Mailing Address	1860 Herd Rd, North Cowichan, V9L 5W4
Telephone Number & Email	250 746 7513 treasurer@cowichanrugby.ca
Contact Person/Title	Sean Williams Treasurer

Primary purpose of organization: Recreational Sports Club

**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: 500ish

Approximate number of your clients that reside in North Cowichan: 350ish

*(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: \$20,000

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

\$8,000 - \$9,000 will be used for water  
\$5000 will be used for insurance  
\$5000 will be used for re-sanding 2 playing fields  
\$2000 will be used for insurance for our bus to get kids, women's teams & men's team to games

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: FIPPA s. 22(1) Date: Oct 11 2025

**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

Notice to Reader

I have compiled the Statement of Operations of the Cowichan Rugby Club as at April 30, 2025, and the statements of Financial Position and Cash Flows for the April 30, 2025 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 purposes.

Duncan, B.C.  
October 10, 2025

FIPPA s. 22(1)

Sharon Moss

COWICHAN RUGBY CLUB NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED APRIL 30, 2025

- 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 The Capital Asset Fund, during the year ended April 30, 2021 a Capital Savings Bank Account was created and funded through on-line donations, 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.
- 3 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.

4 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, 2025

4      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, 2025

5	FIXED ASSETS		Accumulated	2025	2024
		Cost	Amortization	Net	Net
	Land	\$49,083		\$ 49,083	\$ 49,083
	Land Improvements	296,653	\$ 215,081	81,572	96,405
	Buildings	184,894	142,764	42,130	43,361
	Equipment	137,579	130,420	7,159	8,948
	Bus	15,283	6,461	8,822	9,802
		<u>\$683,492</u>	<u>\$ 494,726</u>	<u>\$ 188,766</u>	<u>\$ 207,599</u>

6	CAPITAL ASSET FUND	2025	2024
	Fund balance, beginning of the year	\$17,574	\$ 17,743
	Add: Donations	7,517	8,249
	Add: Interest	167	267
	Less: Capital Improvements	-960	-8,685
	Less: Service Charges	-400	-
	Fund balance, end of the year	<u>\$23,898</u>	<u>\$ 17,574</u>

Capital improvements in 2025 were major repairs to the concession building.

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 18, 2022 with monthly payments of \$867. The balance outstanding on the mortgage at April 30, 2025 is \$84,579.

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 CLUB  
STATEMENT OF OPERATIONS  
FOR THE YEAR ENDED APRIL 30, 2025  
(Unaudited)

	General Fund	Gaming Fund	Capital Asset Fund	Field Project	Junior Develop. Memorial Fund	2025	2024
<b>REVENUE</b>							
Concession and Gate	\$ 40,939					\$ 40,939	\$ 27,077
Bingo						-	17,700
Donations and Grants	10,500		\$ 7,517			18,017	13,249
Fundraising	2,041					2,041	4,965
Membership Dues	7,913					7,913	11,693
Interest			167		\$ 391	558	659
Travel Recovery	1,240					1,240	2,215
Clothing	10,665					10,665	11,912
Bottle Returns	1,437					1,437	-
Sponsorship	3,124					3,124	7,733
	<u>\$ 77,859</u>	<u>\$ -</u>	<u>\$ 7,684</u>	<u>\$ -</u>	<u>\$ 391</u>	<u>\$ 85,934</u>	<u>\$ 97,203</u>
<b>EXPENDITURES</b>							
Advertising & Promotions	\$ 703					\$ 703	1,832
Amortization			\$ 19,794			19,794	19,494
Bank Charges and Interest	1,201		401	\$ 5,329		6,931	7,199
Concession	20,262					20,262	14,756
Property/Liability Insurance	3,873	5,849				9,722	5,058
Licences and Dues	9,590	\$1,000				10,590	5,348
Office	2,617					2,617	2,795
Repairs and Maintenance	5,950					5,950	7,546
Scholarships/Donations	252					252	500
Tournaments and Travel	775					775	1,623
Uniforms and equipment	8,568	790				9,358	18,095
Utilities	19,831	840				20,671	8,679
	<u>\$ 73,622</u>	<u>\$ 8,479</u>	<u>\$ 20,195</u>	<u>\$ 5,329</u>	<u>\$ -</u>	<u>\$ 107,625</u>	<u>\$ 92,925</u>
Net Fund	\$ 4,237	-\$ 8,479	-\$ 12,511	-\$ 5,329	\$ 391	-\$ 21,691	\$ 4,278
Fund Transfers	-10,019	-	2	10,408	-391	-	
Excess (deficiency)	<u>-5,782</u>	<u>-8,479</u>	<u>-12,509</u>	<u>5,079</u>	<u>0 -</u>	<u>21,691</u>	<u>4,278</u>
Fund balances, Beginning of year	\$ 3,558	\$ 8,479	\$ 225,173	-\$ 89,658	\$ 11,190	\$ 158,742	\$ 154,464
Fund balances, end of year	<u>-\$ 2,224</u>	<u>\$ -</u>	<u>\$ 212,664</u>	<u>-\$ 84,579</u>	<u>\$ 11,190</u>	<u>\$ 137,051</u>	<u>\$ 158,742</u>

COWICHAN RUGBY CLUB  
STATEMENT OF FINANCIAL POSITION  
FOR THE YEAR ENDED APRIL 30, 2025  
(Unaudited)

	General Fund	Gaming Fund	Capital Asset Fund	Field Project	Thibodeau Memorial Fund	2025	2024
<b>CURRENT ASSETS</b>							
Cash	\$ 4,131	\$ -	\$ 23,898		\$ 11,190	\$ 39,219	\$ 41,426
FIXED ASSETS (Note 5)			\$ 188,766			\$ 188,766	\$ 207,599
<b>Total Assets</b>	<b>\$ 4,131</b>	<b>\$ -</b>	<b>\$ 212,664</b>	<b>\$ -</b>	<b>\$ 11,190</b>	<b>\$ 227,985</b>	<b>\$ 249,025</b>
<b>CURRENT LIABILITIES</b>							
Accounts Payable	\$ 6,355					\$ 6,355	\$ 625
<b>LONG TERM LIABILITIES</b>							
Mortgage Payable				\$ 84,579		\$ 84,579	\$ 89,658
<b>FUND BALANCES</b>							
Invested in Capital Assets			\$ 188,766			\$ 188,766	\$ 207,599
Internally restricted			23,898	\$ 84,579	\$ 11,190	- 49,491	- 52,415
Unrestricted	-\$ 2,224	\$ -				2,224	3,558
<b>Total Fund Balances</b>	<b>-\$ 2,224</b>	<b>\$ -</b>	<b>\$ 212,664</b>	<b>-\$ 84,579</b>	<b>\$ 11,190</b>	<b>\$ 137,051</b>	<b>\$ 158,742</b>
<b>Total Liabilities &amp; Fund Balances</b>	<b>\$ 4,131</b>	<b>\$ -</b>	<b>\$ 212,664</b>	<b>\$ -</b>	<b>\$ 11,190</b>	<b>\$ 227,985</b>	<b>\$ 249,025</b>

SIGNED

FIPPA s. 22(1)

TREASURER

PRESIDENT

COWICHAN RUGBY CLUB  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED APRIL 30, 2025  
(Unaudited)

		2025		2024
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	-\$	21,691	\$	4,278
Excess of Revenue over expenses				
Item not requiring an outlay of funds				
Amortization of Capital Assets	\$	19,794	\$	19,494
Changes in non cash working capital				
Accounts Payable		5,730	-	2,827
Mortgage		-5,079	-	4,765
	-\$	1,246	\$	16,180
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Purchase of Capital Assets	-\$	961	-\$	10,181
<b>INCREASE/DECREASE IN CASH AND CASH EQUIVALENTS</b>	-\$	2,207	\$	5,999
<b>CASH AND EQUIVALENTS, beginning of year</b>	\$	41,426	\$	35,427
<b>CASH AND EQUIVALENTS, end of year</b>	\$	39,219	\$	41,426
<hr style="border-top: 3px double #000;"/>				
<b>CASH AND CASH EQUIVALENTS CONSISTS OF:</b>				
Cash	\$	28,029	\$	30,236
Term Deposit	\$	11,190	\$	11,190

# Cowichan Rugby Football Club

## 2025/2026 Budget

<b>Revenue</b>	<b>Amount</b>
Concession	\$ 35,000.00
Merchandise	\$ 13,000.00
Grants	\$ 15,000.00
Sponsorship	\$ 15,000.00
Registration	\$ 12,000.00
Miscellaneous	\$ 5,000.00
Legacy Fund	\$ 10,000.00
<b>Total Revenue</b>	<b>\$ 105,000.00</b>

<b>Expenses</b>	<b>Amount</b>
Mortgage	\$ 10,500.00
Advertising & Promotion	\$ 1,000.00
Bank Charges	\$ 1,500.00
Concession	\$ 19,000.00
ICBC Bus Insurance	\$ 1,500.00
Property/Liability Insurance	\$ 9,500.00
Field Maintenance	\$ 5,000.00
Hydro	\$ 5,000.00
Water	\$ 9,500.00
Propane	\$ 1,500.00
Rugby Kit & Equipment	\$ 7,000.00
Travel (BC Ferries)	\$ 6,000.00
Miscellaneous	\$ 5,000.00
BC Rugby Registration SR & JR	\$ 12,000.00
R&M Building	\$ 10,000.00
<b>Total Expenses</b>	<b>\$ 104,000.00</b>