



TOWN OF  
**HALTON HILLS**  
*Working Together Working for You!*

## MEMORANDUM

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**TO:** Mayor Lawlor and Members of Council

**FROM:** Erin Burger – Community Development Supervisor, Special Events and Neighbourhood Engagement  
Heather Kaufmann – Community Development Supervisor, Community Partnerships and Sport Development

**DATE:** May 8, 2025

**MEMO NO.:** CSE-2025-004

**SUBJECT:** 2025 Community Grant Program Allocations

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### PURPOSE OF THE MEMORANDUM:

The purpose of this memorandum is to provide Members of Council with an overview of the 2025 Community Grant Program (CGP) allocations.

### BACKGROUND:

The intent of the CGP is to assist groups (through approved grants or a waiver of municipal fees) with their activities, events and initiatives. Community groups and organizations must demonstrate, through the CGP application process, that the objectives of their activity, event or initiative are of benefit to the community and support the strategic priorities of the Town.

Support is granted for activities, events, and initiatives that align with the key criteria, through a waiver of municipal fees (facility rental permit, road occupancy permit, loan of municipally owned equipment) or through financial support that assists with specific project expenses (such as the purchase of equipment, marketing and promotions or resources to assist with organizational effectiveness).

The CGP evaluation process ensures collaboration across all Town funding programs, to avoid duplication of Town funding and to ensure that the distribution of Town investments is coordinated and appropriate to the objectives of each funding program.

The Community Grant Program is one of the Town's tools to support community building and engagement by supporting local community groups and events that significantly enrich the quality of life in Halton Hills and allow cherished and historic activities and events to take place each year - with modest Town funding and a high return on investment. In many cases, the Town's support makes these community projects and events viable. Without or with reduced Town support, many activities/events may be scaled down or cancelled.

The Community Grant Program is under review as outlined in memo [CSE-2025-001](#). A report on recommended updates to the program's policy is anticipated to be brought for Council's consideration in June 2025.

### COMMENTS:

The launch of the 2025 CGP application intake began in February 2025 with a deadline to apply by March 28, 2025. This was communicated to the public through "The Current" newsletter, communication to 140 community organizations, a dedicated Town webpage, eFun newsletter, and social media posts on various platforms.

Community groups and organizations were encouraged to discuss their activity, event, or initiative with Community Development staff prior to submitting their proposal, through an individual consultation call.

A total of 30 applications were received through the 2025 CGP intake, of which 16 have been approved and notified of the grant allocation. Additionally, several pre-established funding agreements with organizations that host annual special events are included in the 2025 allocations.

Funding recommendations were developed within the limits of the existing budget by the CGP selection committee and approved by staff under delegation of authority provided through Report No. ADMIN-2022-0019.

The following table provides an overview of the 2025 allocations, including waiver of municipal fees and funding:

2025 Community Grant Program Allocations	Amount (\$)
<b>Acton Agricultural Society</b> – to support the delivery of the "Fall Fair" event.	\$14,032.50
<b>Acton BIA</b> – to support the delivery of various BIA events and the delivery of 200 <sup>th</sup> anniversary banners	\$5,000.00
<b>Acton Firefighters Association</b> – to support the delivery of the "Canada Day Fireworks" and "Santa Claus Parade" events.	\$2,296.28
<b>Cancer Assistance Halton Hills</b> – to support the delivery of the "Tour the Hills" event.	\$2,133.44

<b>Classics Against Cancer</b> – to support the delivery of the “Classics Against Cancer Auto Show” event.	\$2,500.00
<b>Durham Street Neighbourhood Group</b> – to support the delivery of the Durham Street Park Neighbourhood Event	\$250.00
<b>Friends of the Old Seed House Garden</b> – to support the delivery of the “Music in the Garden” events.	\$1,250.00
<b>Georgetown Agricultural Society</b> – to support the delivery of the “Fall Fair” event.	\$14,772.98
<b>Georgetown BIA</b> – to support the delivery of various BIA events and the delivery of a downtown beautification project.	\$5,000.00
<b>Georgetown Cruise Nights</b> – to support the delivery of the “Georgetown Cruise Night” events.	\$989.28
<b>Georgetown Diwali</b> – to support delivery of the delivery of the “Diwali” event.	\$2,000.00
<b>Georgetown Globe Productions</b> – to support the delivery of their 2025 performances.	\$2,500.00
<b>Georgetown Highland Games</b> – to support the delivery of the “Highland Games” event.	\$9,309.77
<b>Georgetown Horticultural Society</b> – to support the delivery of the “Georgetown Horticultural Society Annual Plant Sale” and related promotions.	\$895.23
<b>Georgetown Hospital Foundation</b> – to support the delivery of the “Georgetown Hospital Walk/Run”.	\$490.00
<b>Georgetown Impact Volleyball Club</b> – to support the delivery of a recreational volleyball program.	\$1,800.00
<b>Georgetown Lions Club</b> - to support the delivery of the “Santa Claus Parade” event.	\$252.65
<b>Glen Williams Community Association</b> – to support the delivery of the Glen 200 <sup>th</sup> Anniversary event.	\$2,500.00
<b>Glen Williams Town Hall</b> – to support the delivery of the “Canada Day” event.	\$3,501.93
<b>Halton Hills Blue Fins</b> – to support the delivery of their “Bring a Friend” day.	\$2,500.00
<b>Halton Hills Service Club Collaborative</b> – to support the delivery of the “Head for the Hills Craft Beverage Festival” event.	\$4,084.44
<b>Kin Club of Halton Hills</b> – to support the delivery of “Christmas Tree Sales.”	\$3,001.75
<b>Kiwanis Club of Georgetown</b> – to support the delivery of their “Lobsterfest” event.	\$1,200.00

<b>Light up the Hills</b> – to support the delivery of the “Light up the Hills Ignition” event.	\$1,408.03
<b>Optimist Club of Halton Hills</b> – to support the delivery of the “Cross-Country Run” and “Easter Egg Hunt” events.	\$443.29
<b>Temple Road Neighbourhood Group</b> – to support the delivery of the Temple Road Neighbourhood Block Party	\$250.00
<b>Terry Fox Foundation (Acton Branch)</b> – to support the delivery of the “Acton Terry Fox Run.”	\$203.00
<b>Terry Fox Foundation (Georgetown Branch)</b> – to support the delivery of the “Georgetown Terry Fox Run.”	\$461.43
<b>Total</b>	<b>\$85,026.00</b>

Council approved the 2025 Community Grant Program (CGP) budget of \$84,700. The total funding currently recommended for allocation slightly exceeds this amount, at \$85,026. This minor overage is considered manageable, as it is anticipated that fee waiver actuals will come below the budgeted amount, consistent with trends observed in previous years.

While a significant number of proposals have been approved for support through the 2025 CGP, 14 applications (totaling \$27,144 or 32% more than the \$85,026 in approved projects) were not approved for funding due to the program being oversubscribed beyond the approved budget, or the applications scored lower because they did not meet one or more of the following criteria:

- The proposed initiative did not demonstrate a significant or broad impact on the community.
- The applicant did not clearly establish financial need or show that CGP funding was critical to the success of their proposed activity.
- A final report for the previous year’s CGP funding was not submitted prior to the current application intake deadline.
- The submission lacked sufficient evidence of joint planning efforts, collaboration with other stakeholders, or meaningful community engagement.
- The group already holds an existing agreement or Memorandum of Understanding (MOU) with the Town that supports their ongoing activities or events.
- The proposed activity or event is anticipated to receive support through a different municipal funding program.

The following table provides an overview of the 2025 applications that did not receive support through this year's program and have been notified accordingly:

<b>2025 Community Grant Program Applications That Did Not Receive Funding</b>	<b>Requested Amount (\$)</b>
Acton BIA Festival of Holiday Lights	\$1,500.00
Acton 200 <sup>th</sup> Anniversary Time Capsule	\$2,460.00
Acton Legion Veteran Crosswalk	\$2,500.00
Acton Neighbourhood Clean Up Project	\$250.00
Community Safety Event	\$2,490.00
Glen Williams Christmas Market	\$800.00
Green Care Farms Event	\$2,500.00
Ironwood Project	\$2,500.00
I Have Resolve Project	\$2,500.00
PRISM Projects	\$1,000.00
Safe Haven Event	\$2,014.00
Sport For Fitness Volleyball Tournament	\$2,130.00
Triple Block Volleyball Camp	\$2,000.00
North Halton Girls Hockey Twisters Day	\$2,500.00
<b>Total</b>	<b>\$27,144.00</b>

Should Council wish to provide funding to additional applicants that were not recommended for support through the 2025 CGP, staff would require direction to exceed the approved budget. In doing so, a funding source for the additional shortfall would need to be identified.

## **CONCLUSION:**

The Town of Halton Hills is committed to supporting local groups and organizations through a community development model and the Community Grant Program. The Halton Hills community is healthier and more vibrant because of these groups and their various activities, events and initiatives of community importance.

Demand for the CGP continues to be significant, with the number of applications and funding requests significantly exceeding available Program funding.

Reviewed and approved by,

Kevin Okimi, Director of Parks, Community Development & Environment

Damian Szybalski, Commissioner of Community Services

Chris Mills, Chief Administrative Officer