



REPORT

To: Chair and Directors

Report Number: ADM-BRD-574

From: Electoral Area Directors Committee

Date: February 20, 2025

Subject: Electoral Area Directors Committee Recommendation from January 24, 2025

The following recommendation from the Electoral Area Directors Committee meeting held on January 24, 2025 is presented to the Regional Board for consideration:

RECOMMENDATION: *[Corporate Weighted]*

That the Regional Board authorize the submission of a grant application to Northern Development Initiative Trust - Grant Writing Support for a grant of up to \$8,000 to be used for rural Grant Writing Services; further, that the Peace River Regional District commit to providing financial resources to fund grant writing services in excess of the grant amount and to cover expenses not eligible under the grant program; and finally, that funding for rural Grant Writing Services be included in the 2025 Financial Plan under Function 120 - Legislative Electoral Area.

BACKGROUND/RATIONALE:

The draft minutes of the Electoral Area Directors Committee held on January 24, 2025 are provided on the Consent Calendar of this meeting agenda.

Recommendation #1

Please [click here](#) to access the Committee Agenda, please see Item 8.2 to review the report 'PRRD NDIT Grant Application – Grant Writing Services, ADM – EADC- 059'.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- Not Applicable to Strategic Plan

FINANCIAL CONSIDERATION(S):

The annual value of the Grant Writer Services Contract No. 46-2022 is a maximum of \$148,200 (excluding taxes) and is funded through Function 120- Legislative Electoral Areas (Electoral Areas B, C, D, and E). Monthly invoicing is paid for actual hours and service provided for each month until the maximum annual value of the contract is met.

The NDIT grant will be used to offset the cost of the Grant Writer contract.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

None at this time.

External Links:

1. [NDIT Grant Writing Support Program Information](#)
2. [Clear Course Consulting Presentation re: Grant Writer Services Program Update](#) – See Item 6.1 on the Electoral Area Directors Committee Meeting Agenda dated March 14, 2024.