

Report to Council

Report Title:	Follow-Up on GrantMatch Agreement and Funding Consideration		
Prepared By:	Trish Serratore, Chief Financial Officer		
Department:	Finance		
Date:	November 25, 2025		
Report Number:	FIN2025-30	File Number:	C11FIN, L04
Attachments:	GrantMatch Agreement		

Recommendation:

That the Council of the Municipality of Brockton hereby receives Report Number FIN2025-30 - Follow-Up on GrantMatch Agreement and Funding Considerations, prepared by Trish Serratore, Chief Financial Officer, and in doing so approves a By-Law coming forward entering into the new agreement with GrantMatch to reflect the new funding model, which will result in lower costs for services compared to the current agreement.

Report:

Background:

At the November 4, 2025 Council Meeting, Report FIN2025-27 presented the updated 2025 GrantMatch Agreement, including a revised tiered fee structure. Council requested additional information regarding how GrantMatch fees are funded and whether these fees can be recovered through grant applications.

Analysis:

At the November 4th meeting, Council requested further clarification on how GrantMatch fees are funded, whether these costs are eligible under typical grant programs, and the value of continuing with external grant support. The following analysis provides additional detail on the financial implications of the GrantMatch model, the eligibility of fees within project budgets, and the operational benefits of engaging external expertise for complex or high-value grant applications. This information is intended to support Council's understanding of the cost-benefit relationship and the importance of maintaining access to professional grant-writing capacity.

Funding of GrantMatch Fees

GrantMatch operates on a contingency-based payment model, meaning the Municipality incurs **no cost** unless a grant application is successful. The fee is directly tied to the amount of funding awarded. This model significantly reduces financial risk and ensures the Municipality only pays when external funding is secured.

Eligible vs. Ineligible Costs

Most government grant programs *do not permit* the inclusion of third-party grant writing or application support fees as eligible project costs. As a result, GrantMatch fees generally represent an additional, unrecoverable cost to the Municipality. These fees must be funded through the overall project budget or appropriate municipal reserves.

However, it is important to emphasize that these costs are only incurred when a project receives funding that the Municipality would not otherwise have been eligible for or able to secure independently.

Net Financial Benefit

Even with the ineligible cost component, the funding secured typically far outweighs the associated fees. The majority of projects supported by GrantMatch have resulted in significant net financial benefit to the Municipality. In many instances, these are grant opportunities that staff—due to time, program expertise, or capacity constraints—would not have been able to pursue. Therefore, even after fees, the Municipality comes out ahead by obtaining funding that otherwise would not have been realized.

Staff Capacity and Missed Opportunities

Larger, more complex applications—particularly for infrastructure, multi-year capital projects, and multi-stream funding programs—require a level of technical expertise and time commitment that exceeds internal staff capacity. Without external support, the Municipality would face:

- Fewer applications submitted;
- Inability to pursue larger, high-value opportunities;
- Increased risk of missed deadlines and incomplete submissions.

GrantMatch fills this gap, ensuring Brockton remains competitive and continues to access major funding programs that advance key community and infrastructure priorities.

Financial Impacts/Source of Funding

The revised 2025 GrantMatch Agreement provides a more cost-effective structure than the Municipality's current contract. The new tiered funding model significantly reduces the percentage fees charged across all levels of approved funding, cutting initial fees and lowering rates for medium and large-scale projects. These reduced fees represent a direct improvement over the rates contained in the Municipality's current agreement with GrantMatch, resulting in meaningful cost savings whenever funding is successfully secured.

In addition to the fee reductions, the agreement maintains the contingency-based structure in which the Municipality only pays for successful applications, ensuring no financial risk for unsuccessful submissions. The improved rate structure, combined with the Municipality's limited staff capacity for large or complex grants, enhances Brockton's ability to pursue high-value opportunities while minimizing overall project costs.

Additional Information:

To illustrate the potential cost savings on successful applications, staff have provided a chart of the old vs new fee structure for the five most recent approvals and outstanding applications. This is for illustration purposes only.

Here is the list of our 5 most recent approvals:

Project / Program	Approved Amount	Old Agreement Fee	New Agreement Fee	Cost Savings
OTF – Walkerton Ball Diamond Lighting	\$127,500.00	\$25,500.00	\$12,750.00	\$12,750.00
Housing Accelerator Fund	\$3,421,221.00	\$246,061.05	\$221,061.05	\$25,000.00
ICIP – COVID Resilience – Pool Upgrades	\$100,000.00	\$20,000.00	\$10,000.00	\$10,000.00
ICIP – CCR – Brockton Soccer Facility	\$645,362.66	\$89,536.27	\$64,536.27	\$25,000.00
OTF – Brockton Soccer Fields	\$88,000.00	\$17,600.00	\$8,800.00	\$8,800.00
TOTAL	—	\$398,697.32	\$317,147.32	\$81,550.00

Active Funding Applications Awaiting a Decision:

Project / Program (Filed)	Filed Amount	Old Agreement Fee	New Agreement Fee	Potential Savings
MHIP – Water Tower, Pumping Station and Transmission (Walkerton SPZ)	\$11,431,914.06	\$646,595.70	\$439,319.14	\$207,276.56
CHIF – Walkerton SPZ (Stacking Opportunity)	\$7,203,671.10	\$435,183.56	\$355,091.78	\$80,091.78
GICB – Walkerton Community Recreation Complex	\$7,000,000.00	\$425,000.00	\$350,000.00	\$75,000.00
TOTAL (Potential)	—	\$1,506,779.26	\$1,144,410.92	\$362,368.34

Conclusion

Entering into the new GrantMatch agreement does not obligate staff to use GrantMatch for every funding application, nor does it limit the Municipality’s ability to prepare and submit grants independently when appropriate. Staff will continue to assess each opportunity and determine the most efficient and cost-effective approach based on project scope, program complexity, and available internal resources.

However, for larger, more technical, or multi-phase applications—where internal capacity and expertise may be limited—the updated agreement provides a clear financial advantage. The significantly reduced fee structure ensures that, when funding is successfully secured, the Municipality benefits from substantial cost savings compared to the current agreement. This improved model allows Brockton to remain competitive in high-value funding programs while managing costs responsibly and strategically.

Strategic Action Plan Checklist:

What aspect of the Brockton Strategic Action Plan does the content/recommendations in this report help advance?

- Recommendations help move the Municipality closer to its Vision Yes
- Recommendations contribute to achieving Heritage, Culture, and Community N/A
- Recommendations contribute to achieving Quality of Life N/A

- Recommendations contribute to achieving Land Use Planning and the Natural Environment N/A
- Recommendations contribute to achieving Economic Development N/A
- Recommendations contribute to achieving Municipal Governance Yes

Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

The new agreement reduces GrantMatch fees and ensures Brockton only pays when funding is successfully secured. This results in lower project costs and greater net benefit, especially for larger applications, strengthening the Municipality’s ability to maximize external funding without additional tax impact.

Respectfully Submitted by:



Trish Serratore, Chief Financial Officer

Reviewed By:



Sonya Watson, Chief Administrative Officer