



Vermilion & District Housing Foundation
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March 3, 2025

Attn: County of Vermilion Council

County of Vermilion River
4912 50 Ave Kitscoty, Alberta T0B 2P0

Dear, County of Vermilion Councillors;

Re: Formal Request for Early Advancement of Requisition Funds

On behalf of the Vermilion & District Housing Foundation (VDHF), I am writing to respectfully submit a formal request for the option of early advancement of requisition funds, up to \$150,000 or a percentage of funds that you deem fit. This request is being made in the event that VDHF finds itself in a financial position where requisition funds are urgently needed to maintain the smooth and uninterrupted operation of the Foundation. I would like to emphasize that, should the early advancement of requisition funds be deemed necessary, written notice will be provided to the County of Vermilion River.

It is important to note that, over the course of several years, the months of January, February and March have consistently posed significant financial challenges for VDHF. This period has historically been marked by a substantial dip in cash flow, which places considerable strain on our ability to sustain operations and fulfill our critical mandate of providing safe and affordable housing in our community. The option to have early release of these funds would ensure that the Foundation can continue its essential services without experiencing financial hardship or operational disruptions.

Considering the recurring nature of this financial challenge, we are requesting that the ability to request the early advancement of requisition funds be made available to Vermilion & District Housing Foundation on an ongoing, annual basis, in the event that such a need arises. This provision would serve as an important safeguard, allowing us to proactively manage cash flow and avoid any adverse impacts on our operations.

I understand that the request for early advancement of requisition funds is an extraordinary measure, and I assure you that it would only be utilized under circumstances where VDHF is in a financial position that necessitates it. I also wish to clarify that, in the event such funds are required, the County of Vermilion River will be promptly notified, and the requested funds will be disbursed in alignment with the Foundation's immediate needs only.

I greatly appreciate your consideration of this request and the ongoing support that the County of Vermilion River provides to Vermilion & District Housing Foundation. Should you require any additional information or documentation to evaluate this request, please do not hesitate to contact me.

I look forward to your favorable response and to continuing our productive partnership in serving the housing needs of our community.

Regards,



Brittany Bratrud
Chief Administrative Officer
Vermilion & District Housing Foundation