



COMMUNITY GRANTS-IN-AID APPLICATION GUIDELINES

Eligibility:

1. Applicant must be a not-for-profit organization (incorporated under the *Societies Act* of BC), or an unincorporated group with demonstrated objectives that are not-for-profit or charitable in nature.
2. Applicants must demonstrate that:
 - a. The benefits of the activity/event/service contribute to the well-being of a community located within the Regional District (see www.rdffg.bc.ca/government/membership for information on electoral area boundaries);
 - b. There is a financial need; and
 - c. The activity/event/service aligns with at least one of the Regional District's Strategic Priorities in effect at the time of the application.
3. Grant funding is not permitted to be applied against the following expenses:
 - a. Operating or capital deficits;
 - b. Tax payments; or
 - c. Purchase of products such as tobacco, alcohol or cannabis.
4. For clarity, the following are ineligible for grant funding:
 - a. Individuals;
 - b. Member funded societies;
 - c. Private or public enterprise;
 - d. Where funds may provide a direct benefit to a member of the application organization without benefit to a community; and
 - e. Projects that are the responsibility of other levels of government.

Grant Request Process:

1. Grant Application on Page 2 of this document must be completed, signed and submitted in accordance with the Policy and these Guidelines.
2. Applications for grant request of \$5,000 or more must include an outline and description of the project, equipment or services proposed to be purchased. When submitting this grant application for consideration, the following may be beneficial to supporting your application:
 - a. Non-profit Society Registration information
 - b. Background information on the project
 - c. Quotes
 - d. Diagrams (i.e. for construction projects), maps or photos
 - e. Letters of support from other organizations

Please review CGIA Policy #RD-16-20 before completing the grant application:
<http://www.rdffg.bc.ca/uploads/Polic/CGIA.pdf>

Please submit application and supporting documents by:

- Email – communityservices@rdffg.bc.ca
- Mail (Canada Post), or by
- Hand delivery to the Regional District office.

Grant applications received on or before the 1st working day of the month will be considered by the Regional District Board of Directors at their regular meeting that month.



COMMUNITY GRANT-IN-AID APPLICATION

Applications must be made in accordance with Regional District Policy 16-20

Prior to completing this form please see the Community Grants-in-Aid Application Guidelines

Contact Information:	
Organization Name:	President/Contact Person:
Organization Mailing Address:	Phone Number(s):
	Email:
Total Grant Requested: \$	Benefitting Electoral Area:
Applicant Profile:	
Overview of Organization's Programs and Services.	
Please provide current list of Organization's Executive: Attached: <input type="checkbox"/> List on File at Regional District: <input type="checkbox"/>	
Project Information:	
What would this grant be used for? (If more space is required please attach information and support documentation to form for submission)	
Other Revenue Towards Project/Purchase:	
What other revenue/in-kind works is available to be put towards this project/purchase?	
The information required by this form and the documents you provide with it are collected to process the grant application with the Regional District of Fraser-Fort George. Information pertaining to this grant application, other than personal information, will be available for review by any member of the public. Personal Information collected in this application is for the sole purpose of processing the application and will be managed in accordance with the <i>Freedom of Information and Protection of Privacy Act</i> . Questions regarding the collection and use of your Personal Information may be directed to the General Manger of Legislative and Corporate Services at 250-960-4400 or at kjensen@rdffg.bc.ca .	
_____	_____
Signature (Organization President)	Date
Regional District Grants Received over previous 3 years: (RDFFG Staff to complete)	