

COMMUNITY INVESTMENT PROGRAM

Form 2: Annual (Project) Grants

SECTION 1: GENERAL INFORMATION

1.1 Name of Organization: _____

1.2 Number of years organization has been in operation: _____

1.3 Name of project/program/service/event you are seeking funding for: _____

1.4 Is this a new project? Yes No

1.5 Is this project open to the public? Yes No

*if “no”, please explain:

1.6 Amount being requested from the District of Sechelt CIP Grant program: _____

SECTION 2: PROGRAM ALIGNMENT WITH DISTRICT OF SEHEL T PRIORITIES

2.1 Please select the ONE program area that is *most* relevant to your organization:

- Arts, Culture, & Recreation: Programs that seek to preserve, celebrate and strengthen the local arts, culture, and recreational opportunities for residents of Sechelt.
- Social & Environmental: Programs that respond to an environmental and/or social need in the community, and contribute to creating a community that lives well and cares for the environment.
- Community Development: Programs that support and contribute to a diverse and resilient local community.

2.2 As indicated in the *2019 – 2022 Strategic Plan*, the District of Sechelt strives to be a more sustainable community that provides an exceptional quality of life or every age and stage of life. From the list below, please select up to 3 District of Sechelt strategic priorities that are most aligned with your program:

- Promoting Economic Prosperity
- Revitalizing the Downtown
- Enhancing Fiscal Sustainability
- Improving Governance and Communication
- Enhancing Community Liveability
- Improving Operations and Infrastructure
- Managing Growth Effectively

SECTION 3: ABOUT THE ORGANIZATION

3.1 How is the organization incorporated (you must select at least one):

Non-profit Society (BC Societies Act) Society Registration number: _____

Charitable Organization (Canada Not-for-profit Act) CRA Charitable Registration number: _____

3.2 Vision, Mission and Mandate: (Max. 150 words)

3.3 Number of *year-round* volunteers: _____

3.4 Number of *casual* volunteers: _____

Number of hours worked in last 12 months: _____

Number of hours worked in last 12 months: _____

3.5 Number of full-time staff in your organization: _____

3.6 Number of part-time staff in your organization: _____

SECTION 4: PROJECT DETAILS

4.1 Describe the project/program/service/event you are seeking support for, indicating **why it is needed** and **how it will benefit** the District of Sechelt and its residents. (max. 250 words)

4.2 List the main participants who are involved in carrying out the project (staff, volunteers, board members, consultants, contracted service providers etc.) (max. 75 words)

4.3 What broader community support exists for your project? Please describe any partnerships, collaborations, and/or support for this program. (max. 100 words)

4.4 How will the grant money be spent? How will you proceed if you do not receive this grant? (max. 150 words)

4.5 What are the anticipated outcomes of this project? (max. 150 words)

4.6 How will you determine whether it has been successful? (max. 150 words)

4.7 Assuming COVID restrictions remain in place for most of 2021, will your organization be able to complete your project? What changes may be required? (if applying to host an event, assume a max. of 50 people spaced 2m apart) (max. 150 words)

4.8 To help the CIP Grant Committee better understand the impact COVID has had on your organization, please provide a brief description of the challenges your organization has faced since March 18, 2020 (e.g. closures, cancellations, virtual delivery of services, layoffs, lost revenue, lost fundraising opportunities, additional costs etc.) Please also indicate what, if any, COVID assistance (grants, rent assistance etc.) your organization has been able to access. (max. 250 words)

SECTION 5: DECLARATION AND SIGNATURES

We, the undersigned, certify that, to the best of our knowledge:

- 1) all information provided as part of this application is complete and true in every respect; and
- 2) that this application has been approved by the board of the organization we represent.

In the event that this request for a grant is successful, we further undertake:

- 3) to use the grant funds for approved eligible purposes, as outlined in the application; and
- 4) to recognize the District of Sechelt on all promotional materials (print and digital) relating to the program with the District of Sechelt logo and/or the following: “We gratefully acknowledge the support of the District of Sechelt through their Community Investment Grant program”; and
- 5) to submit a final report to the District of Sechelt, and to provide all information on the report that may be required to ensure accountability for the use of public funds.

Person completing the application:

Board Member with signing authority:
(other than the person completing this report)

Signature

Signature

Name: _____

Name: _____

Date (mm/dd/yyyy): _____

Date (mm/dd/yyyy): _____

Email: _____

Email: _____

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