

COMMUNITY INVESTMENT PROGRAM
Form 2: Multi-Year (Operating) Grants

SECTION 1: GENERAL INFORMATION

Name of Organization: _____

Number of years organization has been in operation: _____

SECTION 2: PROGRAM ALIGNMENT WITH DISTRICT OF SECHELT 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.

SECTION 3: ABOUT THE ORGANIZATION

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

- Not-for-profit Society *Attach a screenshot of your Society's "dashboard" from BC Societies Online
- Charitable Organization *Attach a screenshot of your CRA Registered Charities Listing detail page

3.2 Number of *year-round* volunteers: _____

3.3 Number of *casual* volunteers: _____

Number of hours worked in last 12 months: _____

Number of hours worked in last 12 months: _____

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

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

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

SECTION 4: PROGRAM DETAILS

4.1 Evidence of Community Need: Describe the program(s) you are seeking support for, indicating **why they are needed**. (max. 250 words)

4.2 Benefit: Describe how your programs benefit the residents of the District of Sechelt (max. 250 words)

4.3 Capacity: Does your organization have the capacity to deliver these programs and services? Who are the key personnel? (staff, volunteers, board members, consultants, contracted service providers etc.) (max. 100 words)

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

4.5 In this section, describe your organization’s main activities and anticipated results. This detail provides the grant Committee with clarity about the actual work of the program(s), and provides concrete examples of what is being achieved. Describe at least 3 primary activities involved in delivering your program(s) in 2022. Each activity should be described briefly and should be accompanied by key anticipated outcomes.

Activity

1.

2.

3.

Anticipated outcome



4.

5.

SECTION 5: SUCCESSES AND CHALLENGES

5.1 How does your organization ensure that its programs are accessible and inclusive for anyone who has an interest? Please share examples and success stories of accessibility and inclusivity. (max. 150 words)

5.2 How and when does your organization conduct a review of its programs? How do you ensure that these programs and activities are meeting both community needs and the mandate of your organization? (max. 150 words)

5.3 In the last year, have there been any significant changes to your organization or program? Consider both internal and external changes, and describe how your organization has responded to these changes.

Type of Change	Details
Organizational (changes in governance, policies, strategic plan etc.)	
Leadership (changes to staff or board)	
Financial (changes to funding, deficit/surplus, loss/gain of sponsors etc.)	
Demographics (changes in community you serve)	

5.4 Assuming COVID restrictions remain in place for most of 2021, will your organization be able to continuing offering its programs? What changes may be required? (max. 150 words)

SECTION 6: FUNDING (use *Form 3: Budget* to provide additional details)

6.1 Grant Request

	2022 Grant Request (\$)	2023 Grant Request (\$)	2024 Grant Request (\$)
A			
	2022 Total Program Budget (\$)	2023 Total Program Budget (\$)	2024 Total Program Budget (\$)
B			
	2022 Grant Request as % of Total Program Budget (C = A/B)	2023 Grant Request as % of Total Program Budget (C = A/B)	2024 Grant Request as % of Total Program Budget (C = A/B)
C	%	%	%

6.2 Describe why multi-year funding is needed, and how the grant money will be used. (max. 150 words)

6.3 If your organization has a current or projected deficit, what action is being taken to address it?

6.4 Please identify any financial reserves (restricted or unrestricted) held by your organization and describe their purpose and any restrictions:

Reserve amount (\$):

Purpose:

Restrictions (if any):

SECTION 7: 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 person completing this form)

Signature

Signature

Name: _____

Name: _____

Date (mm/dd/yyyy): _____

Date (mm/dd/yyyy): _____

Email: _____

Email: _____

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