

Before submitting a grant application please read the following and sign the bottom that all criteria has been met.

To qualify for GRANTS, projects must comply with the following criteria:

1. Benefit the people of the District of Squamish
2. Be put forward by non-profit organization with a CRA charitable registration number (BN _____ RR000-)
3. Have a definite purpose and be completed in a specific period of time
4. Include provision for an evaluation and realistic plan for financial viability beyond the pilot stage.
5. Capital projects will be considered if there is a demonstrated need
6. SCF encourages the participation of other organizations in funding projects and may provide matching funds or challenge grants to stimulate increased responses from other sources.
7. Provide a written report a year from the grant receipt date reviewing how the funds were utilized and whether all monies received were spent.

GRANTS are not:

1. Awarded to retire debt or fund projects already completed.
2. Awarded to fund religious organizations for direct religious activities.
3. Made to promote activities or support advocacy initiatives.
4. Made to establish or add to endowed funds
5. Available to annual fund drives for sustaining support
6. Made to be used towards operating or capital deficits
7. Made to support operating expenses of established organizations or programs except in extraordinary circumstances.
8. In general, awarded to the same organizations more the twice in five years
9. All eligible applicants will be required to complete a grant application form and supply requested reference information.
10. Please make sure that you have read the above guidelines very carefully before you download the application which will be available to you March 30 of each year.
11. **Deadline for application is May 31st.**
12. Funds will be dispersed in October of each year.
13. Contact grants@squamishfoundation.com for information.

I have read the above conditions and certify that our grant application meets these requirements.

Signature

Signature

Print Name and Position with Organization

Print Name and Position with Organization

ORGANIZATION INFORMATION

Name of Organization Applying _____

Partner Organization (if applicable) _____

* Registered Charity Number (RR)# _____ BC Society # _____

* Note: A CRA charity number is required or a grant application will not be considered.
Partnering with another registered charity is acceptable

Mailing Address _____

Primary Contact _____

Position _____

Email: _____

Phone _____

Website _____

How many employees does your organization have ? _____

Full time _____ Part time _____

How many volunteers does your organization have? (approx) _____

Has your organization received a Grant from the Squamish Community Foundation in the last two years? (yes/no) _____

GRANT INFORMATION

Project Title: _____

Anticipated Start Date: _____

Anticipated Completion Date: _____

Please provide a brief 2 or 3
sentenced description of your
project (A more detailed
description may be attached)

Amount of funding requested from the Squamish Community
Foundation \$ _____

How will the Squamish
Foundation's support of your
project be recognized? _____

This application must be signed by the organization's President and one other Board Member and must be accompanied by the documentation listed below. The application must be received by the grant chair no later than May 31st of the current year.

Date: _____

Signature

Position with organization

Signature

Position with organization

Please include the following with your application

1. Mission Statement and Mandate of your organization
2. An elaboration of project description to include its purpose, goals and the benefits it will provide to your organization and/or the community (up to one page please)
3. A project budget. Identify other sources of funding, if applicable, and clearly indicate how the grant from the Squamish Community Foundation will be used.
4. A copy of your last annual report, if available, and the income statement and balance sheet for your last fiscal year.
5. A list of your current Board of Directors.

After completing this form please provide 2 copies and either mail to:
Squamish Community Foundation, PO Box 480, Garibaldi Highlands, BC V0N 1T0
or it can be emailed to:
grants@squamishfoundation.com