



# DISTRICT OF CENTRAL SAANICH

## APPLICATION FOR GRANT-IN-AID

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- ⇒ Applications to be considered for the Grant-in-Aid process are due by **4:30 p.m. on the 3<sup>rd</sup> Friday in September** each year and if approved will be paid in June of the following year.
- ⇒ Grants are for one year only and are paid in June of the year following application.
- ⇒ All Grant requests shall be subject to the availability of sufficient funding within the District's Annual Operating Budget.
- ⇒ Applicants will be afforded the opportunity to make a brief presentation to the Municipal Council and will be advised of the date and time of the Meeting.
- ⇒ Grants are generally intended for "not for profit" organizations which provide a direct benefit to the citizens of the District. A copy of the District's Grant-In-Aid Evaluation Guidelines (1997) outlines the criteria for awarding grants.
- ⇒ Further information may be obtained by contacting the Director of Financial Services at Telephone No. 544-4207.

1. NAME OF ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE NO: \_\_\_\_\_ FAX NO: \_\_\_\_\_

PRESIDENT'S NAME \_\_\_\_\_ TELEPHONE NO. \_\_\_\_\_

SECRETARY'S NAME \_\_\_\_\_ TELEPHONE NO. \_\_\_\_\_

TREASURER'S NAME \_\_\_\_\_ TELEPHONE NO. \_\_\_\_\_

NUMBER OF MEMBERS AT LAST AGM: \_\_\_\_\_

NUMBER OF MEMBERS LIVING IN THE DISTRICT OF CENTRAL SAANICH \_\_\_\_\_

2. OBJECTIVES/MANDATE OF ORGANIZATION \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

3. DATE OF INCORPORATION: \_\_\_\_\_ REGISTRATION NO. \_\_\_\_\_

4. GRANT REQUEST AMOUNT: \$ \_\_\_\_\_

TOTAL COST OF PROJECT/INITIATIVE: \$ \_\_\_\_\_

INTENDED USE OF FUNDS: \_\_\_\_\_  
\_\_\_\_\_

DIRECT BENEFIT TO THE DISTRICT'S CITIZENS: \_\_\_\_\_  
\_\_\_\_\_

LIST OTHER GOVERNMENTS/AGENCIES/CORPORATIONS CONTACTED AND AMOUNTS REQUESTED: (Attach separate sheet if necessary)

a) \_\_\_\_\_ \$ \_\_\_\_\_

b) \_\_\_\_\_ \$ \_\_\_\_\_

c) \_\_\_\_\_ \$ \_\_\_\_\_

5. Attach last consolidated financial statements for your organization and a budget for the project/initiative that is the subject of this application.

6. Is this the first time you have applied for a grant from the District of Central Saanich?

Yes \_\_\_\_ No \_\_\_\_ If "no", please provide dates and details: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

## **Central Saanich Grant-In-Aid Evaluation Guidelines (1997)**

### **The Purpose of Grant-In-Aid Dispersal's**

“That Council recognizes there are organizations and groups in our community who provide worthwhile programs and services to our residents. It is in the best interest of the community to ensure that these services continue to be provided. Given the lack of resource funding for some organizations and projects it is our belief that we can support our community by offering a limited dollar amount of grants to be considered each year. A municipality can not be expected to support those organizations that provide services, which in our opinion are in the area of responsibility held by senior levels of government.”

### **Criteria for Awarding Grants**

- Registered non-profit society
- Demonstrated financial need
- Accessible to large segments of the Community
- Must have broad base of support
- Sound financial and administrative management
- Solid volunteer base
- Must have other source of financial support
- Cash grants will not be provided where the organization receives a Permissive Tax Exemption, or when the municipality is already providing services in kind for the organization.