



North Coast Regional District

GRANT IN AID APPLICATION

Title:	NCRD Grant In Aid Application Form	F-012
---------------	------------------------------------	-------

1) Grant In Aid Application Information

The Regional District Board will consider applications for a grant in aid requests providing the following information is supplied.

Applications must be submitted prior to October 15th for consideration of grant in aid for the following year.

2) Organization Information:

Primary Contact: _____ Email: _____

Telephone: _____ - _____ Fax: _____ - _____

Mailing Address: _____

Community: _____

Funding Request: \$ _____

Has your organization received funding from the NCRD before? YES NO

If "Yes", when: _____ and amount received \$ _____

3) Grant in Aid Funding Request

What project/program will the current funding request be used for?:

Please explain how this project/program strengthens and enhances the well-being of the community, promotes volunteerism and/or supports the goals and priorities of the NCRD:

Please provide the project budget identifying the total estimated costs; the amount requested from the NCRD and other principal sources of financial support:

Please check ALL areas within the NCRD that will benefit from your project/program:

City of Prince Rupert	<input type="checkbox"/>	Electoral Area A	<input type="checkbox"/>
District of Port Edward	<input type="checkbox"/>	Electoral Area C	<input type="checkbox"/>
Village of Queen Charlotte	<input type="checkbox"/>	Electoral Area D	<input type="checkbox"/>
Village of Masset	<input type="checkbox"/>	Electoral Area E	<input type="checkbox"/>
Village of Port Clements	<input type="checkbox"/>		<input type="checkbox"/>

4) Financial Information

If you are requesting more than \$10,000, please attach the following as support for your application:

- Internal Financial Statements (Income Statement and Balance Sheet) for period ending August 31;
- If applicable, please explain the intended use of any cash reserves or retained earnings shown on the financial statements.

AND

Before the grant in aid will be provided to you, we will require:

- The most recent comparative financial statements (Income Statement and Balance Sheet) signed by the appropriate signatory;
- Bank statements for the period ended December 31.

5) Reporting Requirements

By December 31 in the year that the grant is received, the recipient must provide written communication to the Board identifying how the funds were used.

6) Payment Requirements

As per Section 6.7 of the Grant in Aid Policy FIN-06, “unless specifically requested by the applicant and approved by the CAO, grant in aid funding will not be distributed before August in any given year.” If payment is required before August, please identify the reasons below:

I certify that I am an authorized signing officer of the organization and that the information provided in this application and supporting documentation is true and accurate to the best of my knowledge.

Authorized Signatory

Date

Printed Name

Position

Knowingly submitting an application or information that is not true or inaccurate may result in loss of eligibility.

Please also read the North Coast Regional District Grant in Aid Policy (FIN-06). Policy FIN-06 will take precedence over any information supplied in this application form.

Further questions or comments on the Grant in Aid Policy can be obtained through the office of the North Coast Regional District at 250-624-2002 or via email at treasurer@ncrdbc.com.

Please submit your application and supporting documentation by October 15th to:

North Coast Regional District
14, 342 3rd Avenue West
Prince Rupert, B.C. V8J 1L5
Attention: Treasurer
Email: treasurer@ncrdbc.com

FOR OFFICE USE ONLY

Approved: Yes

No

Reason: