

PROGRAM ELIGIBILITY

- The Grant Program is available to organizations, including but not restricted to community/social groups, service clubs and school Parent Advisory Councils, parent/teacher groups, cultural groups, sports groups, and environmental organizations.

SELECTION CRITERIA

- All applications will be reviewed by the Grant Committee and Board of Directors. Each application will be assessed according to the following criteria.

Participation / Collaboration (up to 25 points)

The project should involve broad community support and participation from local organizations. Applications that demonstrate active participation in the planning and implementation of the project will be awarded the maximum number of points.

Two letters from local organizations in support of the project should be attached to the application.

Project Impact / Need (up to 25 points)

Projects that address community need, as well as clear and concise information regarding these concerns, and the manner in which the project will address these needs will receive maximum points.

An outline of how the project will be evaluated by the applicant must be included with the application.

Organization / Project Design (up to 25 points)

Maximum points will be awarded to applications that reflect careful planning and ability to undertake the project.

Applications should include mention of the specific steps that will be taken in initiating the project, as well as a timeline for the completion of the project.

Maximum points will be awarded to projects that are well planned and ready for implementation.

The application should show evidence that the applicant has the capacity to follow-through, and that it has experience in working with related organizations - such projects will have clearly articulated goals, a specified timeframe for the accomplishment of tasks, and show evidence that the organization has the capacity to follow-through.

Project Budget (up to 25 points)

The project's budget is a reasonable projection of expenses and revenues. Maximum points will be awarded to projects that provide a detailed breakdown of projected expenses and revenues, along with an indication of what elements within the budget the grant funding will be used for. Submissions must include a clear, concise budget worksheet to be eligible for the Foundation Grant Committee review.

OTHER PROGRAM CONSIDERATIONS

- Organizations will not be eligible for future grants until the current project is completed and a final report has been submitted.
- The applicant's financial contribution must be in place prior to applying for a Grant. A certified financial statement for the previous year will be sent to the Foundation upon notification that the organization's application has been approved.
- Donations or gifts in-kind may be included as part of the applicant's contribution to the project. Written confirmation and verification of the value of these donations must be included with the application.

EVALUATION PROCESS

- All applications must be submitted on or before April 7, 2017. Late applications will not be accepted.
- Applications must be submitted electronically only.
- Applications will be assessed in detail on the basis of the Grant Program's eligibility criteria.
- The Review Committee will assess all eligible applications and make recommendations to the Foundation Board of Directors regarding which projects should be approved.
- Applicants will be notified in writing of the Foundation's decisions by the end of May 2017.

ADDITIONAL INFORMATION

- Please contact the Foundation at info@recreationfoundationbc.ca