

Powell River Community Foundation

Grant Application Form

Instructions: Please answer all questions on all four pages. Print out and submit a copy signed by the organization's president and person responsible for the project by the deadline. Note: You may not be able to save a copy of the completed form on your computer unless you have a full version of Adobe Acrobat or similar program.

1. Name of organization applying for a grant: _____

2A. Name & title of person responsible for project: _____

3. Organization mailing address: _____

4A. Telephone: _____ 4B. Fax No.: _____ 4C. E-mail: _____

4D. Website: _____

5. The organization applying must be registered in Ottawa as "educational" or "charitable" under the Federal Income Tax Act. The registration number (given below) must be in good standing as of date of application.

Federal Tax Registration Number: _____

6A. Title of project: _____

6B. Short description of project:

Please attach the following to your application:

- Your organization's most recent audited financial statement
- List of your organizations's Board of Directors, their addresses, telephone numbers & occupations
- Copy of your organization's Constitution

CERTIFICATION

I certify that all the statements in this application and attachments are true and that the application has official approval from our Governing Board.

President of Registered Society

Print/Type Name: _____

Person Responsible for the Project

Print/Type Name: _____

Date of Application: _____

Project Budget

1. Estimated Expenses

Salaries/Fees/Honoraria	
Printing	
Materials/Supplies	
Advertising/Promotion	
Office Expenses (<i>specify below</i>)	
Office Expense 1:	
Office Expense 2:	
Office Expense 3:	
Office Expense 4:	
Other Expenses (<i>specify below</i>)	
Other Expense 1:	
Other Expense 2:	
Other Expense 3:	
Other Expense 4:	
Other Expense 5:	
Total Estimated Expenses	

2. Estimated Revenue

	Assured	Requested	Total
Fees			
Fundraising (<i>specify</i>):			
Fundraising (<i>specify</i>):			
Fundraising (<i>specify</i>):			
Federal Government Grant			
Provincial Government Grant			
Local Government Grant			
Foundation (<i>specify</i>):			
Foundation (<i>specify</i>):			
Foundation (<i>specify</i>):			
Powell River Community Foundation			
Other Source (<i>specify</i>):			
Other Source (<i>specify</i>):			
Total Estimated Revenue			

3. Other Information

a) Do you have reserved funds? Yes No If so, how much? _____

b) If the proposed grant will not complete the project, what provision is to be made for its continuation when the requested funds are exhausted or if the amount awarded is less than the total requested?
