



**NORTH VANCOUVER
MUNICIPAL COMMUNITY GRANT APPLICATION**



Submission Deadline: January 31st each year**

**** Please note: The City of North Vancouver has an additional intake of applications with a deadline of September 15th.**

PLEASE NOTE: This application form is for the City of North Vancouver and the District of North Vancouver **only**. The District of West Vancouver now has a separate Community Grants Program, which can be found at: <https://westvancouver.ca/be-involved/grants-awards/community-grants>.

The personal information collected on this form is done so pursuant to the Community Charter and/or the Local Government Act and in accordance with the Freedom of Information and Protection of Privacy Act. The personal information collected herein will be used only for the purpose of processing this application or request and for no other purpose unless its release is authorized by its owner, the information is part of a record series commonly available to the public, or is compelled by a Court of agent duly authorized under another Act.

**Before completing this form, please refer to the
NORTH VANCOUVER MUNICIPAL COMMUNITY GRANT GUIDELINES**

Program Grant Application Form

Please submit separate application forms for each program for which a grant is requested.

Applicant Summary					
Organization Name:					
Title of Program you are requesting funding for:					
Amount Requested:	CNV	\$		DNV	\$
Is this a new program?	Y		N		
Brief summary of program: (maximum 150 words)					

	How many individuals did this program serve <i>directly</i> last year?	How much municipal grant money was <i>received</i> for this program last year?	How much municipal grant money was <i>applied</i> for last year for this program?
CNV			
DNV			

e.g. You may *directly* serve a single mother, her children may benefit *indirectly*.

Program Proposal

1. How will the program funding be spent? (Maximum 100 words)

2. Who are your primary and secondary target groups for this program? (Maximum 100 words)

3. Have you formed any partnerships for this program? Yes No If yes:

Partner Organization & Contact Name	Nature of partnership

If no partnerships, why? (Maximum 50 words)

4. If you applied for and received funding for this program last year, what were the specific outcomes of that program? Please provide quantitative and qualitative information. (Maximum 150 words)

5. Please identify the specific criteria you will use to evaluate your program’s results and how you will measure success. (Maximum 150 words)

6. Please describe any changes you have made to your program over the past year.
(Maximum 150 words)

7. If you did not receive the amount of money requested last year, what was the impact to the program? (Maximum 150 words)

8. If this is a new program, what impact will it have on the program if full funding is not received? (Maximum 100 words)

Program Proposal			
Please indicate program start and end dates or fiscal start date as appropriate.			
		Is Funding Confirmed?	
Revenue	Amount	Yes	No
City of North Vancouver	\$		
District of North Vancouver	\$		
Additional revenue sources (e.g. Gaming, Donations, Provincial, Federal)			
	\$		
	\$		
	\$		
In-kind Sources			
Total Income	\$		
Expenses			Amount \$
Salaries, benefits, mandatory employment costs			
Contract fees			
Other costs (please specify):			
Total Program Expenses			\$
Please check the appropriate box if you have received a Permissive Tax Exemption and indicate amount:			
CNV:		\$	DNV: <input type="checkbox"/> \$

Conditions of Funding

Please refer to the North Vancouver Municipal Community Grants Guidelines for all conditions of funding. Note that unused funds provided by the municipalities described in the application form must be returned. If the application form contains misrepresentations, the full amount of the grant may be repayable to the municipality.

Signatures

We certify that, to the best of our knowledge, the information provided in this North Vancouver Municipal Community Grant request is accurate and complete and is endorsed by the organization which we represent.

We certify that, to the best of our knowledge, the organization that we represent is a society in good standing and is up-to-date with annual report filings.

If our organization receives a North Vancouver Municipal Community Grant we agree to the conditions set out above and to any other conditions approved by Council.

Executive Director – Signature

Date

Print Name

Board Chair or Signing Officer – Signature

Date

Print Name