



PO Box 2398
204 Campbell Avenue
Revelstoke, B.C. V0E 2S0
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Grant Application

Please complete all sections of this form and number all pages.

(Applications must be typed or legibly PRINTED in black ink)

Name of Organization: _____

Address: _____

Telephone: _____ Fax: _____ Email: _____

Registered Charitable No. _____

Contact Person: _____ Telephone: _____

Title: _____ Signature: _____

About the Project

Project Title: _____

Total Cost of Project: \$ _____ Amount Requested: \$ _____

Project Start Date: _____ Completion Date: _____

Project Description:

What will the project accomplish? What are the expected benefits to the community of Revelstoke? What needs is the project designed to meet and for what specific population?

Who else in the community is working on this issue? What will you do that is different from or better than existing programs? How will you coordinate with them?

Why do you think this project will work? How will you measure your success?

How will this project be financed in the future?

Is there anything else you would like us to know about this project?

About your Organization

Briefly describe the mandate and activities of the applicant (include founding date, mission, volunteer base, staff, location, recent accomplishments)

Project Budget

EXPENDITURES:

Item (description)	Cost	In Kind Contribution	Total
Salaries / wages / benefits			
Professional fees / honoraria			
Rent / utilities / telephone			
Equipment			
Materials / supplies			
Advertising / promotion			
Office Expenses (specify):			
Other (specify):			
Total Expenses			

REVENUE:

Sources of Project Funds	Assured	Potential	Total
Revelstoke Community Foundation grant			
Organization's contribution:			
Cash			
In-kind gifts (approximate value)			
Volunteer time (____ hrs x \$____)*			
Other (specify) <i>includes fees, donations, earned revenue, fundraising, other grants</i> :			
Total revenue			

OTHER:

Do you have a reserve fund? _____ How much? \$ _____
 For what purpose?

* Suggest skilled labour @ \$25/hour, unskilled labour @ \$10/hour

Acknowledgement

How will you acknowledge the sponsorship of the Revelstoke Community Foundation?

Attachments

- List of Board of Directors
- Letters of support from Other Project Sponsors
- Cost Estimates/Quotes
- Other (specify) _____

Authorization

Date your Board / Sponsors approved this application: _____

Authorized Signature: _____

Name: _____ Title _____

Date: _____