



## COMMUNITY GRANT PROGRAM APPLICATION FORM

APPLICANT INFORMATION	
Organization Name:	
Mailing Address:	
Contact Person:	
Phone Number:	
Email Address:	

Total Amount Requested:	\$
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Has your organization previously received a community grant from the District of Sooke?	Yes	No
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If "yes", please indicate the years in which grants were received and the amount awarded:	
Grant Year:	Amount:

Have you completed a Community Grant Final Report for your most recent grant?	Yes	No
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**PROJECT INFORMATION**

Date of Event (if applicable):	
Location of Event (if applicable):	

Describe the mandate of your organization and its programs:

Describe the project, program or event for which funding is being sought:

Event/Project Description:

Event/Project Purpose:

**BUDGET INFORMATION**

EXPENSES:	Amount:
<b>TOTAL EXPENSES:</b>	<b>\$</b>

REVENUE:	Is this revenue confirmed?	Amount:
<b>TOTAL REVENUE:</b>		
<b>DISTRICT OF SOOKE FUNDING REQUEST:</b>		

**Notes for all community grant applicants:**

1. All four pages of the application must be completed.
2. Only completed applications will be forwarded to Council for consideration.
3. It is the sole responsibility of the applicant to ensure that all required documentation and information is received at the District office by the grant application deadline. Refer to Policy CO-003 *Community Grant & Sponsorship Policy* for details.
4. Please include a copy of your BC Society Certificate (if applicable).
5. Please include your last Financial Statement, if any.
6. Applicants are welcome to include any supporting material that would assist the District of Sooke in assessing your project. Please ensure any documentation provided is photocopier ready!

**Applications may be emailed to: [info@sooke.ca](mailto:info@sooke.ca) (attention: Community Grants)**