



Date:

Society Number:

**Applicant Information**

**1. Name of Organization:**

**Contact Person:**

**Mailing Address:**

**Phone:**

**Fax:**

**Email:**

**Website:**

*Please list our organization on the PRRD website as a "Local Community Group"    Yes    No    (please check one)*

**2. If applicable, does your organization own any facilities or properties?    Yes    No    (please check one)**

Please give the 9-1-1 address and legal description of the property that your organization either leases or owns.

**3. Organization Executives:**

**President**

Name:

Phone:

Email:

**Vice President**

Name:

Phone:

Email:

**Treasurer**

Name:

Phone:

Email:

**Secretary**

Name:

Phone:

Email:

**4. Purpose of Organization:**

**5. Please describe the programs and activities that your organization sponsored in the last year:**

**Qty per year**

**Activity/Program**

**Dates**

Qty per year	Activity/Program	Dates



**6. Please provide a 5 year action plan for your organization.**

**Year 1:**

**Year 2:**

**Year 3:**

**Year 4:**

**Year 5:**

### Project Information

**7. Describe the Year 1 project or general operations for which your organization is requesting funding.**

**8. How essential is the project to the community?**

**9. What is the degree of support from the community at large?**

**10. Approximately how many volunteer hours does your membership contribute each year?**

**11. How do you plan to maintain any future ongoing costs associated with this project?**

**12. What is the total cost of insurance(s) your organization pays each year?**

**13. What is the total amount requested from the Regional District?**

### Application Submission & Authorization:

Please submit applications to [prrd.dc@prrd.bc.ca](mailto:prrd.dc@prrd.bc.ca) on or before **January 31** and include the following:

- *Year-end financial statements (Income statement and/or balance sheet).*
- *Detailed project and operations budget (list 'In-Kind' contributions).*
- *1 quote for labour, equipment or material costs valued at over \$3,000*
- *Annual Report(s), Schedule C*

I confirm that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented. I understand that the information provided in this application may be accessible under the Freedom of Information (FOI) Act and may be shared with the Board of Directors, Committee(s) and staff of the Regional District.

Signature of Applicant: