



REGIONAL DISTRICT OF CENTRAL KOOTENAY

Area A – Economic Development Commission

Grant Application

Contact Information:	
Organization Applying: (This is the name that will appear on the cheque issued from RDCK and is recognized on the organization's bank account.)	Date:
Mailing Address:	Amount of Financial Aid Requested: \$
City, Province:	Project Start Date:
Postal Code:	Project End Date:
Contact Person:	Contact Phone #:
Contact Email:	Contact Fax #:

About Your Proposal:
Brief Summary of Proposal:
Will this proposed activity/project be advertised and if so, how?
How will the support from Area A EDC be recognized?

Return completed application and supporting documents by email to info@rdck.bc.ca

Please see page 2 for instructions on how to complete this application.



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Area A – Economic Development Commission

Grant Application

Instructions for completing the Area A Economic Grant Application:

On a separate page, please outline your project plan in detail, including answers to the following:

1. What is the purpose and goal(s) of the project?
2. How does this support and help to develop the local economy or add value to the community?
3. Does this compete with already established groups or businesses?
4. How many people will be involved? Will there be a fee charged to those people?

Please list other organizations or businesses that support your idea, and attach any letters of support.

Please give brief bio/credentials of the main project leader(s).

Please attach a balanced budget for the project showing the following:

1. Show how the grant monies will be allocated
2. List other sources and amounts of funding – multiple sources are encouraged.
3. List all anticipated expenses associated with the project plan
4. If you are hiring a contractor, include one or more quotes for the project.
5. If this is not the first year for the project, please attach an Income-Expense Statement from last year.

The sponsoring society is required to provide a general statement of income and expenses for the past fiscal year. Any monies received from Area A EDC must be expended on the grant proposal within one year from the date of receipt of funds. RDCK may request copies of all receipts.

EDC will request a final report on the project within 6 months of completion, including a final Income-Expense statement showing how grant monies have been spent, and a statement about how the project did or did not complete the stated goals.

Questions?

Please call Garry Jackman, Electoral Area Director, at (250) 223-8463 or email to info@rdck.bc.ca