



SEHEL'T INDIAN GOVERNMENT DISTRICT
GRANT IN AID APPLICATION

**DEADLINE FOR GRANT IN AID APPLICATION AND SUPPORTING
DOCUMENTS**

4:30 PM MONDAY, JUNE 30th

SIGD Grant in Aid is provided to non-profit societies or groups under one of the following general categories:

- a. Projects – one time only project that will help, prevent or respond to health, social and cultural needs, within SIGD. The project must have a specific set of goals and objectives and have a defined start and finish date.
- b. Programs and Services – Ongoing programs and services which contribute to the health and social well-being of SIGD residents, or are deemed to be contributing to the general interest and advantage of the SIGD.
- c. Events – Special events that promote community involvement and spirit.
- d. Council Discretion – Services that are deemed to be of value to the SIGD or to a community committee whose mandate is to function for the good of the SIGD and its residents.

Eligible Applicants – Non-profit or registered non-profit societies and / or groups which:

- a. Offer projects, programs, services or events which have a demonstrated need in the community and which provide benefits to the SIGD residents.
- b. Promote volunteer participation and citizen involvement.
- c. Seeks and receives funding from a variety of sources so as not to be solely dependent on the SIGD for funding.
- d. Are guided by a strong and committed board, dedicated to fiscal responsibility.
- e. That exercise co-ordination, co-operation and collaboration with other groups to prevent duplication of programs, services or events.

Not all organizations meeting the basic criteria will automatically receive a grant.

Complete the attached application and submit with the required documentation to:

Sechelt Indian Government District
Room 55, 5545 Sunshine Coast Highway
Box 740
Sechelt, BC V0N 3A0

The following must be included:

- Completed application form with original signatures
- A list of Board of Directors, including position held and city of residence
- A budget for the current year showing the source and application of funds
- Applications over \$1,000 – Financial statements for the last calendar or fiscal year

Applicants may apply for a Grant in Aid annually. Approval of a grant by SIGD in one year does not ensure that a grant will be approved in subsequent years.

All Grant in Aid recipients are required to submit a report on the use of funds by March 1st of the following year. Recipients in prior years that have not submitted a report are not eligible for a Grant in Aid.

For more information contact the Sechelt Indian Government District:

604-740-5600
eglover@secheltnation.net



**SECHELT INDIAN GOVERNMENT DISTRICT
GRANT IN AID APPLICATION FORM**

1. **APPLICANT**

Date: _____

Name of Organization:

Is your organization registered under the Society Act? Yes No

Mailing Address:

Applicant contact name: _____

Contact phone: _____ Contact email: _____

2. **ORGANIZATION / BOARD OF DIRECTORS / MEMBERSHIP**

a. Describe your organization, its mandate, membership:

b. Attach a separate page listing names, positions and city of residence for all your Board members.

c. How many members does your organization have? _____

3. **GRANT INFORMATION** (attach a separate sheet if more space is needed)

a. Amount of grant requested: \$ _____

Describe how your grant monies will be used:

b. Describe how your organization (project and / or programs) benefits SIGD residents:

c. Describe the location, timeline, etc. for the use of grant monies:

4. **FINANCIAL INFORMATION**

Attach a budget for the current year showing the source and application of funds.

List sources of any other assistance received or applied for in relation to this project/program and amounts:

- 1. _____
- 2. _____
- 3. _____
- 4. _____

Applications for over \$1,000 – attach the most recent calendar or fiscal year financial statements.

5. **SIGNATURE AND CONDITIONS**

We certify that to the best of our knowledge the information provided in this Grant in Aid Application is accurate and complete and is endorsed by the organization that we represent. If this application is approved, we agree to the conditions set out below and to any other conditions approved by the Sechelt Indian Government District Council.

Signature:_____ Title:_____ Date:_____

Signature:_____ Title:_____ Date:_____

(two authorized signatures are required for non-profit organizations and groups)

Additional Conditions:

- a. In the event that the assistance is not used or is no longer required for the project/program/service/event that it was intended and described in this application, SIGD will be notified and any remaining funds will be returned.
- b. The applicant will keep proper books of accounts of all receipts and expenditures relating the project/program/service/event described in this application and make these records available to SIGD for inspection if requested.
- c. The applicant agrees to provide a report by March 1st of the following year on the project/program/service/event described in this application detailing the use of the received grant monies and the results of the project/program/service/event.
- d. The project/program/service/event described in this application may not be represented as a program of SIGD and the applicant does not have authority to represent itself as an agency of the SIGD.
- e. SIGD may be acknowledged as a sponsor in any publications or marketing.