

The City of Trail

Application for a Grant In Aid

A. Instructions

Council may provide a grant in aid or other form of financial assistance to any organization or group pursuant to the *Community Charter*. Grants are issued on an annual basis and are subject to the availability of funds in Council's current year's operating budget. Approval of a grant application in any year does not imply or suggest that approval will be received in any subsequent year.

Grants will be evaluated in accordance with Council's Grant In Aid Policy.

In the absence of completing the required application, the grant request will not be forwarded to Council for consideration. The submission of an application is required in support of all requests, regardless of the circumstance, including Council's approval of a grant for the same purpose in previous years. The information on the application will be used by the Committee to adjudicate and make a decision on the allocation of the limited budget and therefore should be completed as comprehensively as practical.

Please complete this application form and submit it, with supporting documentation, to:

Mayor and Council
City of Trail
1394 Pine Avenue
Trail, BC V1R 4E6
FAX: (250) 364-0830

B. Application Information

- Date of Application: _____

- Name and address of organization: _____

- Contact Person: _____
 - Phone: _____
 - E-mail: _____

- Type and amount of grant requested:

	<u>Type</u>	<u>Amount</u>
<input type="checkbox"/>	Cash contribution	\$ _____
<input type="checkbox"/>	Waiver of Rental Fee (to a maximum of 50% of the rental fee)	\$ _____
<input type="checkbox"/>	Property tax exemption (Including water & sewer fees)	\$ _____
<input type="checkbox"/>	Prize donation	

C. **Financial Information**

All grant applications must be accompanied by the organization's most recent financial statements or event budget.

Please provide a summary of any other grants your organization has applied for in the past 12 months for general operating purposes or for the event for which the rental fee waiver is being applied for.

D. **Supporting Information**

Please provide a brief summary of your organization's mandate and activities and the benefits it provides to the residents of Trail (may be on a separate page).

Please indicate the reasons why your organization requires the funding being requested (may be on a separate page).

Provide any other information you feel Council should consider when evaluating your application and detail how Council's contribution will be recognized, if applicable.

On behalf of _____, I/we hereby declare that all the information presented and/or provided with this application is true and correct.

Authorized Signatory

Authorized Signatory

FOR OFFICE USE ONLY:

1. STATUS:

Is the recipient a local, non-profit community organization?

2. RETENTION OF FUNDS:

Does the grant or funds raised remain local and/or benefit the Greater Trail area exclusively or are funds allocated to a provincial or federal parent organization?

3. COMMUNITY IMPACT:

Does the organization or its event contribute to or encourage:

- economic wellbeing and spinoffs?
- community creation through arts, sports and culture?
- health, wellness and social benefits?

4. FINANCIAL NEED:

Has the recipient demonstrated financial need through the provision of recent financial statements or the event budget?

5. OTHER FUNDING SOURCES:

Has the organization applied for other assistance from neighbouring local governments or other funding bodies?