



2008 – 2009

## COLUMBIA BASIN TRUST COMMUNITY INITIATIVES PROGRAM

### PROJECT PROPOSAL APPLICATION

#### General Instructions

- All submissions must either be typed or written in very legible hand printing. An electronic version of this application is available on our website at [www.warfield.ca](http://www.warfield.ca)
- Project outline and more detailed information must be limited to a maximum of 10 pages
- **Only Registered Non-Profit Societies or groups sponsored by a Registered Non-Profit Society will be eligible for the grant**
- Applications must be returned by **May 23, 2008**. Acceptable forms of delivery include hand delivery, fax, courier, and mail. All areas of the application must be completed in full. If a section does not apply to your project, please indicate with a "N/A".
- Please send Applications to:

**Village of Warfield**  
**Columbia Basin Trust Community Initiatives Program**  
**555 Schofield Highway**  
**Trail, B.C., V1R 2G7**

- Local **Public Meetings** will take at the Warfield Village Office, 555 Schofield Highway on June 2, 2008 at 7:00 p.m.
- For more information, please contact Jack Richardson, CAO (250) 368-8202 or please visit our website at [www.warfield.ca](http://www.warfield.ca)

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| <b>Section A – GENERAL INFORMATION</b> |
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Application date: \_\_\_\_\_

1. Project Title: \_\_\_\_\_

2. Legal name of Applicant/Organization: \_\_\_\_\_

3. Mailing Address: \_\_\_\_\_

\_\_\_\_\_ Postal Code: \_\_\_\_\_

4. Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

5. Organization contact(s): \_\_\_\_\_

6. Project Contact (if different from Organization contact above): \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

7. Correspondence should be directed to:     Organization contact     Project Contact

8. Project Description (maximum 4 lines):

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9. Anticipated Outcomes (maximum 4 lines):

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10. Location(s) of the project: \_\_\_\_\_

11. Duration (include start-up and completion date): \_\_\_\_\_

12. Goal areas (check all that apply):  Social  Environmental  Economic  Integrated

13. In the table below, please indicate which areas you are requesting funding from and the amount requested from each. **Please note:**

- **If you apply to more than one area/municipality, the Total Amount Requested cannot exceed your Total Project Budget.**
- **You will be expected to attend a public meeting for each area you indicate. For more details on Electoral Area definitions please refer to page 6**

**Community Initiatives Funds (Indicate amount requested from each jurisdiction)**

- Electoral Area A \_\_\_\_\_
- Electoral Area B \_\_\_\_\_
- City of Rossland \_\_\_\_\_
- Village of Warfield \_\_\_\_\_
- City of Trail \_\_\_\_\_
- Village of Montrose \_\_\_\_\_
- Village of Fruitvale \_\_\_\_\_

**Total Amount Requested:** \_\_\_\_\_

**Total Project Budget:** \_\_\_\_\_

**Section B – SCREENING INFORMATION**

All projects must meet the following requirements to be considered for funding under this program. Check to show that your proposal includes the following elements and give details where indicated. **All sections must be answered. If you do not understand an element, please call**

The Project Proposal:

- a. Is consistent with the mission of the Columbia Basin Trust: to support efforts by the people of the Basin to create a legacy of social, economic and environmental well-being and to achieve greater self-sufficiency for present and future generations.  True  False
- b. Will **not** replace government-funded programs. *\*See page 5*  True  False
- c. Will **not** promote any form of discrimination.  True  False
- d. Will **not** cause environmental degradation.  True  False
- e. Will **not** duplicate existing local services.  True  False
- f. Requires government approval (local, provincial or federal).  Yes  No  
If yes, government approval is in place. Details: \_\_\_\_\_
- g. Has been developed in consultation with involved/affected individuals.  Yes  No  
Details: \_\_\_\_\_
- h. Includes financial and activity reporting and accountability.  Yes  No
- i. Includes indicators for project evaluation (i.e. how will you measure project success?)  Yes  No  
Details: \_\_\_\_\_
- j. Is submitted by a **registered** non-profit/not-for-profit organization.  Yes  No  
If **yes**, please provide registration # \_\_\_\_\_

**Section C – EVALUATION INFORMATION**

- 1. Why is this project needed? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 2. Please list other project goals and objectives: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Work plan - what will be done and when? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

4. Project partners? Please list: \_\_\_\_\_  
 \_\_\_\_\_

5. Will minors be working on the Project?  Yes  No

If yes, you, the Proponent, will ensure partners and subcontractors conduct criminal record checks on any person working with minors. You will comply with all Federal and Provincial Government Acts and Regulations that apply to the hiring of employees and subcontractors required to carry out the Program and its Projects. This includes, but is not limited to, the Criminal Records Review Act (**pertaining to any person working with minors**) and the Workers' Compensation Act.

6. Is the project labour 100% Volunteer?  Yes  No

If no, you, the Proponent, contractor or sub-contractor **must** be able to provide proof of current WCB coverage if requested.

**Section D – PROJECT BUDGET INFORMATION**

1. Project Budget Summary - **If successful in attaining CBT funds, you must spend funds and prepare Project Financial Reports according to Section D. You will be expected to provide copies of invoices to verify how you spent CBT funds. The Columbia Basin Trust maintains the right to audit projects at any time.**

| Items         | Details | Cost |
|---------------|---------|------|
|               |         | \$   |
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|               |         |      |
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|               |         |      |
| <b>TOTALS</b> |         |      |

E.g.: Items such as salaries/fees, rent/utilities/telephone, equipment/supplies, printing/photocopying, travel, publicity/promotion. Refer to Guidelines for information regarding on-going operational costs.

2. Funds from other sources:

| Source | Amount |
|--------|--------|
|        |        |
|        |        |
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**Columbia Basin Trust Incremental Spending Policy**

Section 4, Part 2 of Bill 7, Columbia Basin Trust Act, states “nothing in subsection (1) relieves any level of government from any obligations it might have with respect to the region”. As a result, the Trust will only fund spending programs which will be deemed to be incremental to the funding of any level of government. Proposals that contribute to meeting the goals of the CBT Management Plan may be considered incremental if they:

- a) are non-obligatory activities of government. These are activities which proponents are not obliged to do by statute, regulation, or policy;
- b) accelerate the activities of government: These are activities which are already funding but which would generate additional, broadly available benefits if the funding were enhanced;
- c) are new obligations of government; These are newly required activities where no previous obligation existed and which provides benefits beyond a single organization;
- d) are activities which were previously funded by government but for which funding has been decreased or terminated in those regions which had previously received the funding;
- e) are beneficial initiatives, for activities that do not meet the previous conditions, but which the Trust’s Board consider to be beneficial and consistent with their mandate.

**The following types of projects would be deemed ineligible by virtue of the Trust’s incrementality policy:**

- Repairs and maintenance to facilities owned by any government
- Activities aimed at providing basic infrastructure – e.g.
  - water improvement districts
  - roads and bridges

## MUNICIPALITIES

TRAIL  
ROSSLAND  
WARFIELD  
MONTROSE  
FRUITVALE

### Regional District of Kootenay Boundary - Electoral Area Communities

#### Area 'A'

- Rural Fruitvale
- Beaver Falls
- Columbia Gardens area

#### AREA 'B'

- Rivervale/Oasis
- Genelle
- Red Mountain Area
- Casino

### CONTACT INFORMATION FOR LOCAL POLITICIANS

| Area/<br>Municipality | Director          | Address  | Email Address  | Home<br>Phone | Home<br>Fax |
|-----------------------|-------------------|--|--|---------------|-------------|
| A                     | Ali Grieve        | Site 19, C-26, SS1<br>Fruitvale, BC V0G 1L0        | <a href="mailto:aligrieve@telus.net">aligrieve@telus.net</a>     | 367-6521      | 367-2192    |
| B                     | Marie Christensen | Box 65<br>Genelle, BC V0G 1G0                      | <a href="mailto:mchristensen@rdkb.com">mchristensen@rdkb.com</a> | 693-5594      | 693-8846    |
| Trail                 | Gord DeRosa       | 1487 – 3 <sup>rd</sup> Avenue<br>Trail, BC V1R 1P5 | <a href="mailto:gordd@telus.net">gordd@telus.net</a>             | 368-8759      | 368-8019    |
| Rosland               | Lloyd McLellan    | Box 1222<br>Rosland, BC V0G 1Y0                    | <a href="mailto:lhmclellan@shaw.ca">lhmclellan@shaw.ca</a>       | 362-5557      | 362-5451    |
| Warfield              | Bert Crockett     | 523 Montcalm Rd<br>Trail, BC V1R2J7                | <a href="mailto:bertcrockett@shaw.ca">bertcrockett@shaw.ca</a>   | 364-2788      | 368-9354    |
| Montrose              | Griff Welsh       | Box 74<br>Montrose, BC V0G 1P0                     | <a href="mailto:gwelsh@rdkb.com">gwelsh@rdkb.com</a>             | 367-7217      | 367-7288    |
| Fruitvale             | Bill Wenman       | c/o Box 370<br>Fruitvale, BC V0G 1L0               | <a href="mailto:wenman.wm@telus.net">wenman.wm@telus.net</a>     |               | 367-9267    |