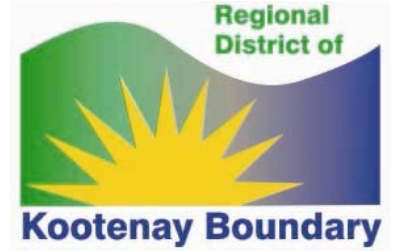




2009 – 2010
**COLUMBIA BASIN TRUST
COMMUNITY INITIATIVES
PROGRAM**



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.
- Project outline and more detailed information must be limited to a maximum of 10 pages.
- Only Incorporated non-profit organizations or groups sponsored by an incorporated non-profit organization will be eligible for the grant.
- Applications can be submitted to the Regional District office or the jurisdiction (s) to which you are applying.
- Please call the RDKB or appropriate jurisdiction to find out deadlines and meeting dates.

Section A – GENERAL INFORMATION

Application date: _____

Society Registration #: _____

1. Project Title: _____

2. Legal name of Applicant/Organization: _____

3. Sponsored Organization: _____

4. Mailing Address: _____

_____ Postal Code: _____

5. Telephone: _____ Fax: _____ Email: _____

6. Organization contact(s): _____

7. Project Contact (if different from Organization contact above): _____

Address: _____

Postal Code: _____ Phone: _____ Email: _____

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

9. Project Description (maximum 4 lines):

10. Anticipated Outcomes (maximum 4 lines):

11. Location(s) of the project: _____
12. Duration (include start-up and completion date): _____
13. Goal areas (check all that apply): Social Environmental Economic Integrated
14. 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. (See page 4 for Electoral Area communities)**

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.**

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. 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
		\$
TOTALS		

2. Funds from other sources:

Source	Amount

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