

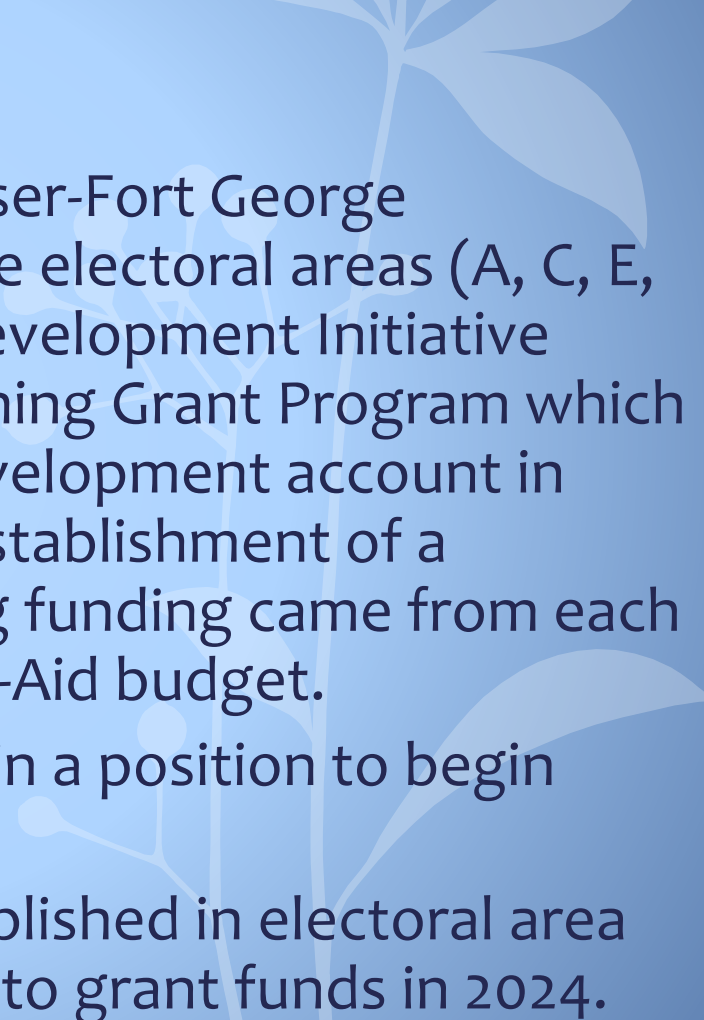
2023 WORKSHOP

FRASER-FORT GEORGE
ENDOWMENT FUNDS
GRANTS


PRINCE GEORGE
COMMUNITY FOUNDATION



INTRODUCTION

- WHAT ARE THE ENDOWMENT FUNDS?
 - The establishment of each of the Fraser-Fort George Endowment Funds was a result of five electoral areas (A, C, E, F, and G) participating in Northern Development Initiative Trust's Community Foundation Matching Grant Program which provided \$50,000 from a regional development account in matched funding to assist with the establishment of a dedicated endowment. The matching funding came from each electoral area's Community Grants-In-Aid budget.
 - In 2014 the original five funds were in a position to begin granting funds.
 - Recently a sixth fund has been established in electoral area H. It is expected that it may be able to grant funds in 2024.
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GRANT FUNDING

- The Committee for the Fraser-Fort George Endowment Funds is accepting applications for the:
 - Salmon River-Lakes Endowment Fund
 - Hixon-Woodpecker Endowment Fund
 - Crooked River-Parsnip Endowment Fund
 - Chilako River-Nechako Endowment Fund
 - Willow River-Upper Fraser Endowment Fund
 - **PLEASE NOTE: MAXIMUM PER PROJECT IS \$4,000**
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ENDOWMENT FUND COMMITTEE

Hilary Crowley – Crooked River-Parsnip

Heather Wozney – Salmon River-Lakes

Sandy Milne – Chilako River-Nechako

Joan Castle – Hixon-Woodpecker

Roma Tingle – Willow River - Upper-Fraser- Committee chair

Meredith Burmaster – Liaison with RDIFFG

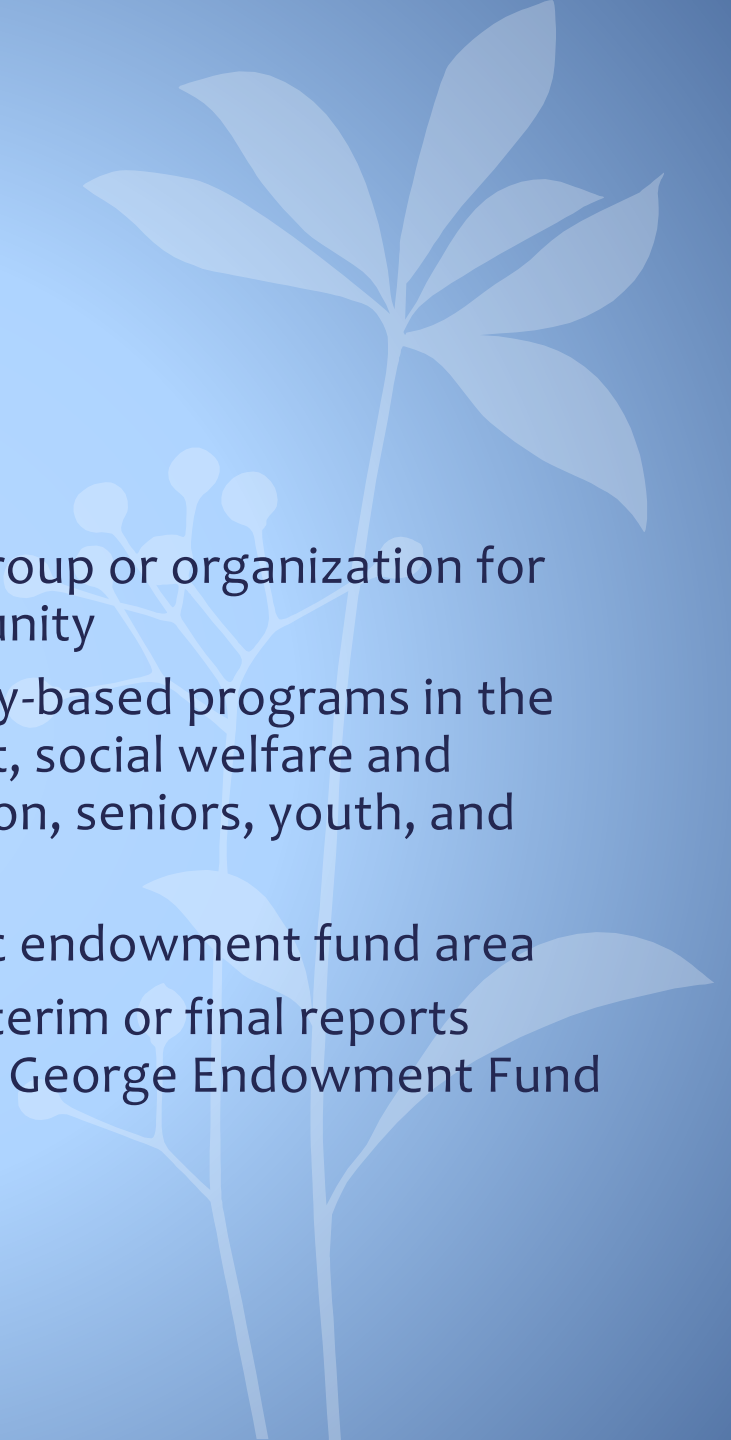


GRANTS AWARDED 2022

- NUMBER OF PROJECT APPLICATIONS - 18
- NUMBER OF GRANTS APPROVED - 13
- TOTAL AMOUNT AWARDED \$ 36,759.51



APPLICATION GUIDELINES

- Eligibility
 - To be eligible for grant consideration:
 - * The applicant must be a community group or organization for the purpose of benefitting the community
 - * The project should support community-based programs in the areas of arts and culture, environment, social welfare and health, sports and recreation, education, seniors, youth, and heritage
 - * The project should benefit the specific endowment fund area
 - * The applicant must have submitted interim or final reports for all previously received Fraser- Fort George Endowment Fund Grants
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GRANTING GUIDELINES – cont'd



- Proposals receiving favorable consideration will include all or many of the following components:
 - * a clearly defined and researched need
 - * evidence of support from other organizations and funders
 - * project will strengthen the social, cultural, and /or environmental structure of the community
 - * impact a significant number of people in the community (vs. benefitting a few)
 - * co-ordination of community resources, both human and financial for the project
 - * involvement of the program beneficiaries in the planning
 - * volunteer participation
 - * active planning for continuance of the project beyond initial funding
 - * defined method of evaluation to measure the outcomes
 - * grant will be for the benefit of a specific electoral area

GRANTING GUIDELINES – cont'd

A decorative graphic of a plant with several leaves and small circular buds, rendered in a light blue color, positioned on the right side of the slide.

- Projects are not considered to be eligible for funding if used for:
 - * expenses incurred prior to the grant application date
 - * covering deficits or retiring debts
 - * providing contributions to other endowment funds
 - * supporting partisan, political or religious activities
 - * supporting travel costs
 - * supporting annual operating expenses, including on-going events
 - * individuals
 - * annual fund drives

APPLICATION PROCESS

- **Grant requests will be considered to a maximum of \$4,000.**
- Please complete the attached application form and submit it, along with supporting documentation, to the Fraser-Fort George Endowment Funds Grants Committee:

- ***By email to:*** info@pgcf.ca

- ***By mail or drop off at:***

Fraser-Fort George Endowment Funds
c/o PG Community Foundation
#102-1584 7th Ave
Prince George BC V2L3P4

2023 DEADLINES

- For the year 2023, the following deadlines will apply:

Application deadline: March 3, 2023

Committee meets to review applications: March/April 2023

Applicants notified of decision: Late April/ Early May 2023

Grants Issued: Recognition event: May 2023

Final reports due: November 1, 2023

- For further information contact:

Meredith Burmaster,

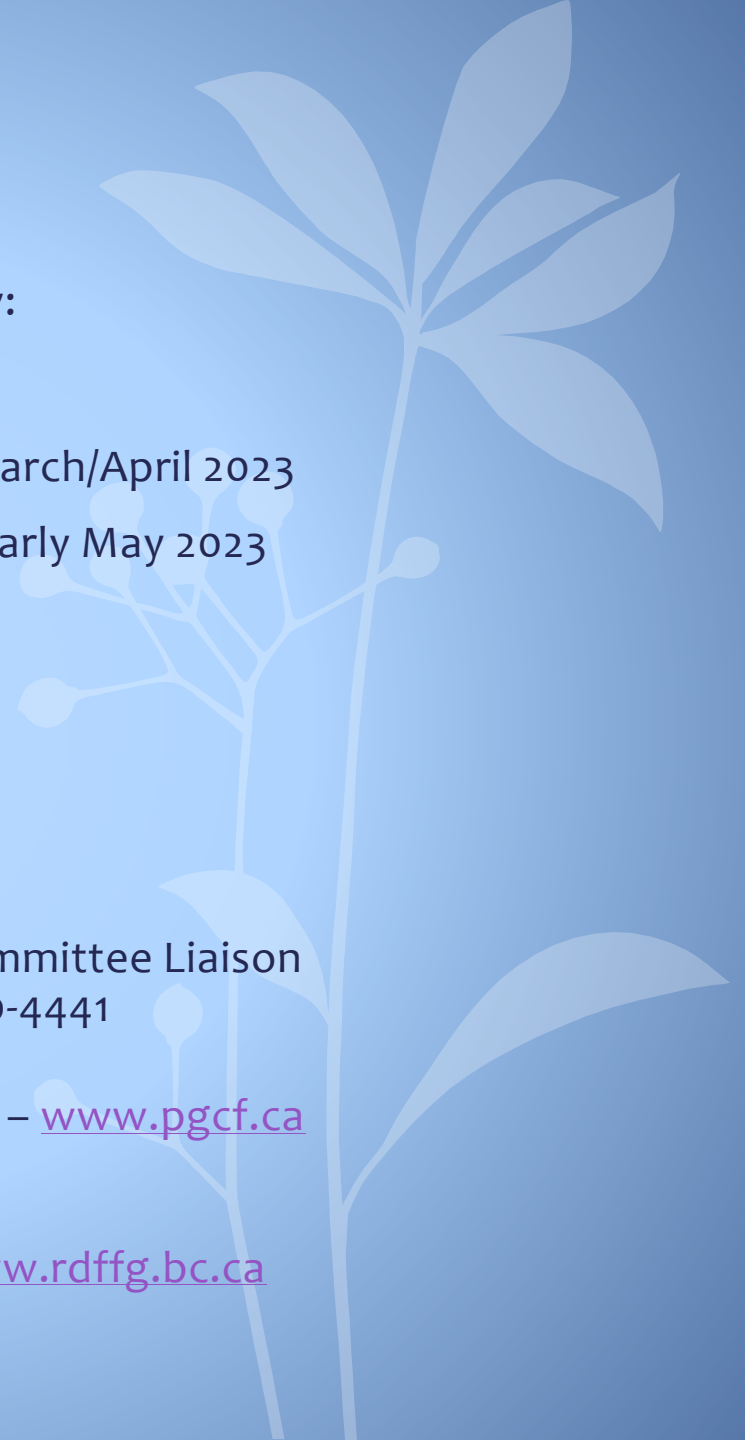
Fraser-Fort George Endowment Funds Grants Committee Liaison

Email: mburmaster@rdffg.bc.ca / Phone: 250-960-4441

- WEBSITES: Prince George Community Foundation – www.pgcf.ca

Email: info@pgcf.ca

Regional District of Fraser Fort George - www.rdffg.bc.ca

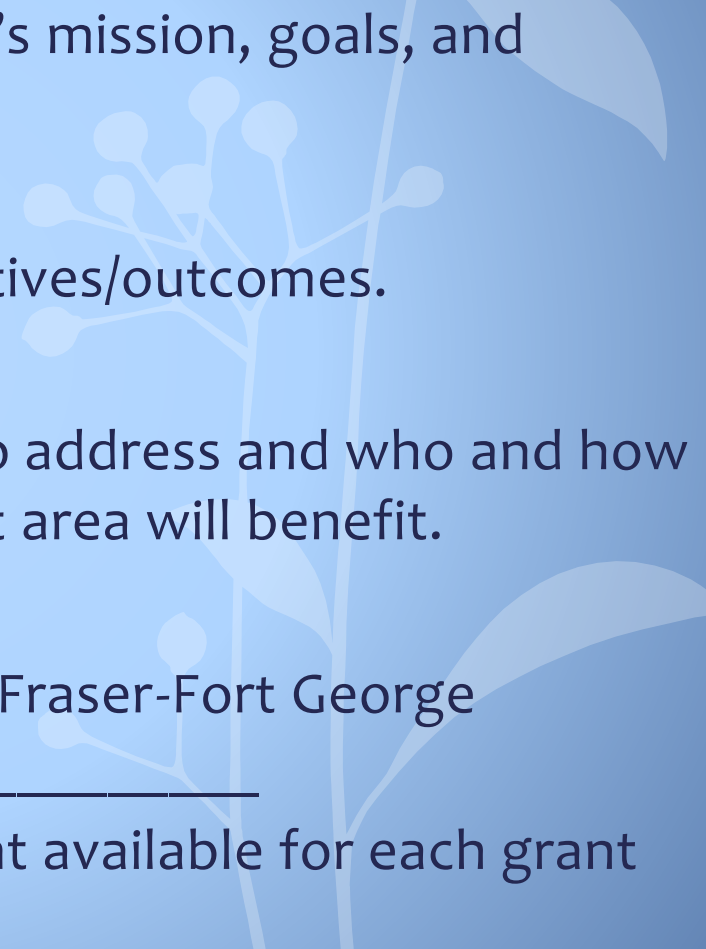


GRANT APPLICATION

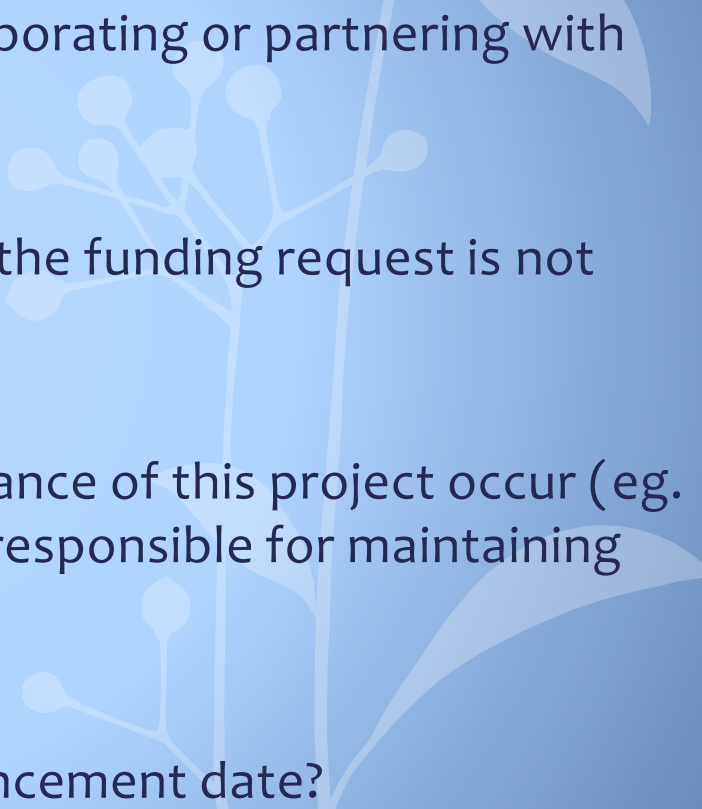
- Name of Organization/Applicant:
- Address:
- Telephone: Fax:
- Email: Contact Person:
- Federal Charitable Registration # (if applicable):
- BC Society # (if applicable):
- Please check which Electoral Area of the Regional District of Fraser-Fort George this grant will be benefitting:
 - Salmon River-Lakes (Electoral Area A of the RDFFG)
 - Chilako River-Nechako (Electoral Area C of the RDFFG)
 - Hixon-Woodpecker (Electoral Area E of the RDFFG)
 - Willow River-Upper Fraser (Electoral Area F of the RDFFG)
 - Crooked River-Parsnip (Electoral Area G of the RDFFG)



APPLICATION – cont'd

- Briefly describe your organization's mission, goals, and objectives.
 - Describe the project and its objectives/outcomes.
 - Describe the need the project is to address and who and how many from within the endowment area will benefit.
 - Total funding requested from the Fraser-Fort George Endowment Fund? _____
(Please note the maximum amount available for each grant request is \$4,000)
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APPLICATION – CONT'D

- List other organizations that are collaborating or partnering with you on your proposed project.
 - Is there a contingency plan in place if the funding request is not successful?
 - If applicable, how will future maintenance of this project occur (eg. for a community garden, who will be responsible for maintaining the garden in the future)?
 - What is the proposed project commencement date?
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APPLICATION – CONT'D

- What is the anticipated project completion date?
- Has your organization previously applied for funding?
- If your organization received funding for a previous project, have you submitted your evaluation report?
(due Nov. 1st)

NOTE: if previously funded project(s) are not complete, ensure that an interim report has been submitted. FUTURE APPLICATIONS WILL NOT BE CONSIDERED if final reports have not been submitted.

MANDATORY REQUIREMENTS



- Completed application form signed by your organization's authorized signatory,
- Provision of project budget details on the attached template, and
- Your organization's previous year's financial statement

Failure to provide them by the application deadline may result in your application being rejected.

BUDGET EXAMPLE – Workshop Scenario

Applicant Name: 123 Community Association Project: Workshop

Project Cost Details	
Description of Expenses (material, labour, fees, etc.)	Amount
<i>Speaker Fees</i>	\$1,000
<i>Workshop Supplies</i>	\$700
<i>Hall Rental</i>	\$1,500
<i>Table & chair rentals</i>	\$300
*TOTAL:	\$3,500

Project Funding Details (how is project being funded?)					
Name of Contributor	Funding Confirmed (Y/N)	Type of Donation			Amount
		Financial	In-kind	Other	
<i>FFG Endowment Funding</i>	N	✓	n/a	n/a	\$1,500
Other Sources of Funding:					
<i>ABC Community Hall</i>	Y		✓		\$1,500
<i>New Sunsets Program</i>	Y	✓			\$200
<i>Table and chair rentals</i>			✓		\$300
*TOTAL:					\$3,500

In-kind means donations of labour, equipment, building, etc.
Financial means cash, cheques, etc.

NOTE: The total project costs equal the total revenue.

Please note below any other relevant budget information you would like to include, including in what form any donations described as "Other" may be:

123 Community Association has received a grant from the New Sunsets Program to be used for public education

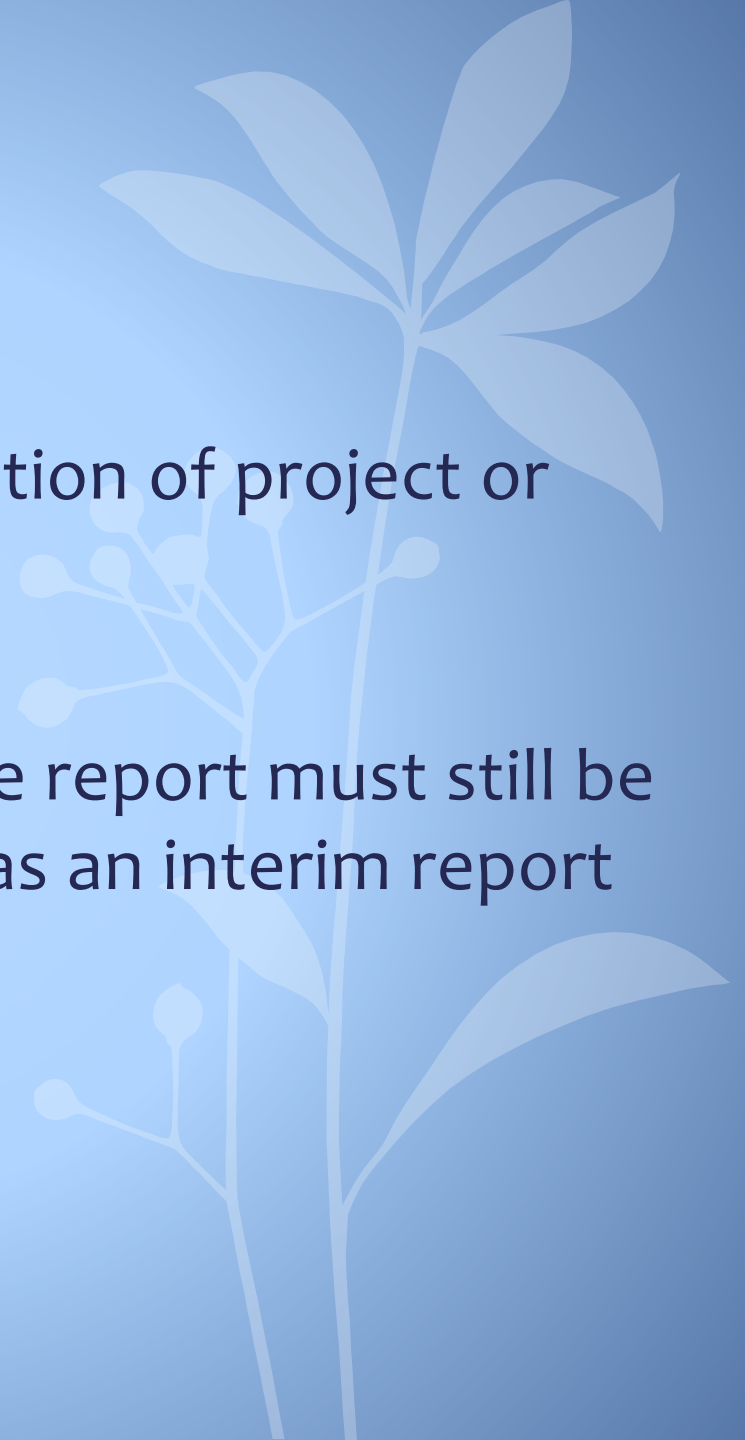
SUGGESTED ADDITIONAL DOCUMENTS



- Letters of support from other organizations (collaborative partnerships, individuals, other community organizations) that will benefit from your project
- List of your society's officers for example - (President, Vice-President, Secretary, Treasurer)
- Quotes for those elements of the project for which you will require quotes . Purchases must not be made ahead of application approval

EVALUATION REPORT

- to be submitted on completion of project or before November 1, 2023
- if the project is delayed, the report must still be completed and submitted as an interim report before November 1, 2023



EVALUATION REPORT CHECKLIST



- What were the community benefits of the project?
- How did the project build on the strengths and assets of the people and organizations involved?
- How did the project help strengthen community networks between people, neighbours and/or organizations?
- Names of other organizations involved in the development and implementation of the project.
- What changes would you make, if any, when applying for future grants?
- Describe and provide examples of public recognition given to the project.

SUMMARY AND QUESTIONS



POINTS TO CONSIDER:

- PLEASE PROVIDE ALL SUPPORTING DOCUMENTS REQUESTED
- PLEASE PROVIDE A COMPLETE BUDGET, INCLUDING ANY SUPPLEMENTAL FUNDING
- PLEASE PROVIDE ALTERNATE CONTACT INFORMATION
- PLEASE COMPLETE EVALUATION REPORT WHEN PROJECT ENDS. IF THERE ARE DELAYS, PLEASE ADVISE COMMITTEE OF THE ISSUE AND EXPECTED TIME TO COMPLETE THE PROJECT
- INCLUDE ALL INCOME AND EXPENSES IN FINAL BUDGET
- SUBMIT APPLICATION ON TIME WITH ALL MANDATORY DOCUMENTATION
- PLEASE INCLUDE FUNDING SOURCES IN ALL COMMUNICATION

MIWORTH COMMUNITY ASSOCIATION

Skating Rink Safety Project



LONGWORTH RECREATION COMMISSION

Outbuilding Upgrades



PENNY COMMUNITY HISTORICAL ASSOCIATION

Hall Improvements



HIXON HILL RIDERS

Facility Improvements





THANK YOU!

**WE LOOK FORWARD TO SEEING
YOUR APPLICATIONS.**