

## Community Grants Criteria

The Regional District of Nanaimo awards grant funding to organizations to use for social programs and services in the Regional District. Grant applications are only considered from registered non-profit organizations that meet the following criteria.

1. Community Grants are for the following general uses:
  - (a) requests showing a significant benefit to the Regional District of Nanaimo or a specific area within the Regional District including, but not limited to:
    - the promotion of volunteer participation and citizen involvement;
    - the use of new approaches and techniques in the solution of community needs;
    - activities/programs which are accessible to a large portion of the community's residents such as special events;
  - (b) start-up costs for new organizations or new programs;
  - (c) one-time costs for a specific program or project such as supplies or equipment;
  - (d) volunteer training;
  - (e) capital costs for equipment or improvements to organization owned facilities, this includes improvements that provide additional service to the community or that extend the life of the facility and may include permanent fixtures attached to the facility.
2. To be eligible for grant funding the organization must:
  - (a) be a registered non-profit organization;
  - (b) be a local organization within the Regional District of Nanaimo;
  - (c) demonstrate that the grant request is for a specific service or use, and will provide a social enrichment service to the community;
  - (d) demonstrate that the service provided fills a need in the community.
3. In addition to the completed Community Grants application form, the applicant must also provide the following information for the organization with the application package:
  - (a) current year budget;
  - (b) full financial statements for its operation;
  - (c) details regarding the specific use for the grant funds requested, and a breakdown of all expenses for the use of the grant;
  - (d) information regarding other sources of funding and other grant applications that have been made.
4. The following services and/or functions are not eligible for community grant funding:
  - (a) annual operating expenses such as leases, rent, utility bills, insurance and office operating costs;
  - (b) wages, salaries or other fees for service (remuneration);
  - (c) capital improvements to rented or leased premises;
  - (d) private enterprise.
5. Applications received after the deadline will not be accepted and will be returned to the applicant.
6. Applications that do not meet the criteria will not be recommended for approval.