



COMMUNITY ENRICHMENT PROGRAM GRANT APPLICATION FORM 2022

APPLICATION PROCESS

Council may provide **Community Enrichment Program (CEP)** funding to any not-for-profit organization or society pursuant to section 8 of the *Community Charter*. Grants are issued on an annual basis and are subject to the availability of funds in the Resort Municipality of Whistler's (RMOW) current year's budget. Approval of a funding application in any year does not imply or suggest that approval will be received in any subsequent year.

The applicants must operate in one of the following categories: Environment, Community and Social Services, Recreation and Sport, or Arts and Culture.

Funding will be evaluated in accordance with Council Policy A-7: *Community Enrichment Program* in order to contribute to the general interest and advantage of the Whistler community.

Please download and save a local version of this document before completing.

The Grant Application Form must be fully completed or it will not be forwarded to Council for consideration.

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

ATTN: Laura Dandel
Community Enrichment Program
Legislative Services Department
Resort Municipality of Whistler
4325 Blackcomb Way
Whistler, BC V8E 0X5
TEL: 604-935-8117

EMAIL: corporate@whistler.ca

Applications are due by 4 p.m. February 15, 2022.

Late submissions will not be considered.

GENERAL INFORMATION

Name of Organization Requesting Grant: <i>(Please list parent/sponsor organizations in parenthesis)</i>	
Name of the program (if applicable):	
Society Registration Number:	
Organization Mailing Address:	
Contact Name & Title:	
Organization Phone Number:	
Organization Email Address:	
Organization Purpose or Mandate: <i>(Please provide this answer in one sentence.)</i>	
Organization Category (choose between Environment, Social Service, Community Service, Recreation and Sports, Arts and Culture)	

ORGANIZATION INFORMATION

How many years has the organization existed?	
How many active members/participants does the organization have in the current year?	
How many local members does the organization have in the current year?	
How many overall does the organization have in the current year?	
How many volunteers/executive/staff are required to administer the organization in the current year?	
Age range of participants in the organization:	
Please list active website URLs and active social media accounts (Facebook, Twitter, Instagram, etc.):	

<p>What are the membership and participation requirements?</p>	
<p>Does the organization have any outstanding debts or other means of funding from the RMOW? If yes, please state the amount and reason:</p>	

GRANT INFORMATION

<p>1. Purpose of Grant:</p>	<p><i>Explain in detail how the funding will be spent. Please refer to Council Policy A-7 Community Enrichment Program, available at www.whistler.ca/cep for funding criteria and eligibility. Please be as concise as possible using the space below.</i></p>
<div style="border: 1px solid black; height: 600px;"></div>	

2. Is This a New Program or Activity?	<i>If yes, what are your targets and goals for this program/activity?</i>

3. Current Year Highlights and Community Benefits:	<i>Detail the specifics of activities and community benefits your organization provides.</i>

4. Existing Funding and Grant Applications:	<ol style="list-style-type: none"> 1. <i>List the specific grants, funding and fundraising planned, approved or pending for the existing year, and</i> 2. <i>Please also list rejected or non-approved funding (with reasons).</i>

GRANT INFORMATION (CONTINUED):

5. Grant Request Amounts and Financial Breakdown:			
<i>Please ensure numbers provided in this table coincide with the required financial documents you provide in your application.</i>			
	Annual Operating Budget	Grant Requested	Provide a brief description of the specific amount requested. <i>(Ex: Products, services, staffing roles, advertising, etc.)</i>
Salaries/contracts:			
General operations:			
One-time project / program:			
Physical assets:			
Rent (RMOW facilities):		N/A	
Rent (other facilities):			
Other:			
Total	\$	\$	_____% <i>(Grant request ÷ Annual budget amount)</i>
Reminder: The grant amount requested cannot be more than 50% of the annual operating budget of the organization.			

6. Additional Information:	<i>Please list any additional information, details or explanations regarding your grant request that you would like to be considered by Council.</i>

7. Attachments:	<i>Please indicate the attachments you are including with your Grant Application Form:</i>
<input type="checkbox"/>	Financial Statement (audited preferred) or Organization Budget (Required)
<input type="checkbox"/>	Proof (copy) of registered not-for-profit society status or registered charity status (Required)
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____

COMMUNITY PERFORMANCE INDICATORS

<p>Please list how your organization may improve Community Performance Indicators:</p>	<p><i>First, please visit www.whistler.ca/monitoring to learn about the five priority areas of Whistler's Community Performance Indicators (CPI):</i></p> <ol style="list-style-type: none"> 1. <i>Enriching Community Life</i> 2. <i>Enhancing the Resort Experience</i> 3. <i>Protecting the Environment</i> 4. <i>Ensuring Economic Viability</i> 5. <i>Partnering for Success</i> <p><i>Secondly, identify how your grant (or organization) may improve any CPIs described in the five areas listed above.</i></p> <p><i>Note: Each priority listed above has numerous areas of measurement to choose from and all are listed with their existing statistical trend at www.whistler.ca/monitoring</i></p>
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Example: This grant addresses the priority of "Enriching Community Life" because it improves [personal health status](#), a [sense of belonging](#) and increases [resident volunteer rates](#). Specifically, this is because...

GRANT APPLICATION AUTHORIZATION:

Submitted by:	
Phone number:	
Email:	
Acknowledgement:	<input type="checkbox"/> I confirm that the information provided in this CEP Grant Application Form is true; <input type="checkbox"/> I confirm that a representative is required to present this grant request at a future Council Meeting; <input type="checkbox"/> I confirm that if any amount is granted that the Grant Reporting Form is due by December 1 of this year; <input type="checkbox"/> I confirm that if any amount is granted, it will be used only for its intended purpose unless otherwise approved by Council.
Signature:	

Funding decisions will be announced during a Regular Council Meeting in April 2022.

Please contact the Legislative Services Department at corporate@whistler.ca if you require any assistance.

Personal and third party information provided in this application form is collected under the authority of Section 26(c) of the Freedom of Information and Protection of Privacy Act. Should you have any questions regarding the collection, use and disclosure of this information please contact the Legislative and Privacy Coordinator at 604-935-8118 or at 4325 Blackcomb Way, Whistler.