



COMMUNITY ENRICHMENT PROGRAM GRANT APPLICATION FORM 2025

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.

Please complete one application per organization. If your organization has multiple programs that wish to be considered, please include those details in a single application form. Multiple applications will not be accepted.

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

Applicants who have received Fee For Service funding are not eligible to apply.

Funding will be evaluated in accordance with Council Policy A-7: Community Enrichment Program. Programs must contribute to the general interest and benefit of the Whistler community. One-time events are not eligible for funding.

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.

Our staff are here to help if you have any questions on how to complete the application. Contact details below.

Please submit application to: Legislative Services Department, RMOW
4325 Blackcomb Way
Whistler, BC V8E 0X5
Phone: 604-935-8114
Email: corporate@whistler.ca

Applications are due by 4 p.m. February 14, 2025.

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(s) (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 Services, Community Services, 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? <i>(e.g. how many athletes have signed up for this year)</i>	
For sport organizations, how many youth (U18) participants are enrolled in your programs?	
How many Whistler residents members 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:	

<p>Please list active website URLs and active social media accounts (Facebook, Twitter, Instagram, etc.):</p>	
<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> <p><u>Note:</u> Please include any Value In Kind support that you receive from the RMOW (eg. reduced rent, utilities in RMOW buildings)</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: 500px;"></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:

Please ensure numbers provided in this table coincide with the required financial documents you provide in your application

	Annual Operating Budget	Grant Requested	<i>Provide a brief description of the specific amount requested. (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	\$	\$	_____ % (Grant request ÷ Annual budget amount)

Reminder: The grant amount requested cannot be more than 50% of the annual operating budget of the organization.

6. Additional Information:

Please list any additional information, details or explanations regarding your grant request that you would like to be considered by Council.

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

COMMUNITY PERFORMANCE INDICATORS

8. Please describe how your organization can contribute to the RMOW Strategic Plan:	<p><i>Please visit https://www.whistler.ca/municipal-gov/strategies-and-plans/strategic-plan/ to learn about the four priority areas of RMOW 2023-2026 Strategic Plan:</i></p> <ol style="list-style-type: none"> <i>1. Housing</i> <i>2. Climate Action</i> <i>3. Community Engagement</i> <i>4. Smart Tourism</i> <p><i>Please determine how your grant (or organization) can contribute to fulfilling any priorities described in the four areas listed above. Each priority has numerous specifications to choose from while describing how your grant (or organization) may help to improve Strategic Plan.</i></p>
<p><i>Example: This grant addresses the priority of “Community Engagement” because it strives to connect locals to each other. Specifically, this is because...</i></p>	

SUPPORT FOR TRUTH AND RECONCILIATION

The RMOW is committed to working with the Líl'wat People, known in their language as L'il'wat7úl and the Squamish People, known in their language as the Skwxwú7mesh Úxwumixw to: create an enduring relationship; establish collaborative processes for planning on unceded territories, as currently managed by the provincial government; achieve mutual objectives; and enable participation in Whistler's resort economy.

9. How has your organization considered truth and reconciliation with the Indigenous Nations?

GRANT APPLICATION AUTHORIZATION:

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

Funding decisions will be announced during a Regular Council Meeting in April 2025.

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.