



2026 GRANT APPLICATION FOR FUNDING

Spring Intake: May 6 – June 5, 2026, at 4PM

West Boundary Community Forest is accepting funding applications from non-profit groups, societies, organizations, etc. serving West Boundary area.

IMPORTANT: All applications requesting funding must be submitted by the deadline:
4PM, June 5, 2026.

WHO IS ELIGIBLE?

Funding is intended to benefit community members, community groups, schools, and non-profit organizations located in the West Boundary or serving West Boundary residents. Priority will be given to groups supporting youth, seniors, education, minor sports, public recreation, or hosted events open to the public.

Examples of eligible projects include (but are not limited to):

- Uniforms and equipment for local sports clubs or school extracurricular activities
- Community events such as fairs, parades, sporting events, arts and culture
- Food banks, community Christmas dinners, or food hamper programs
- Student conferences, graduation events, or educational field trips within BC
- Classroom resources such as technology, musical instruments, microscopes, equipment

INELIGIBLE PROJECTS:

- Upgrades, enhancements, or replacements to city or village owned infrastructure or capital assets
- Operating/administrative costs (start-up fees, administration, staff salaries); instructor fees, honorariums
- Political or religious groups, programs, or activities

DEADLINE:

Applications must be received by 4PM, June 5, 2026. Eligible applications will be considered on a first-come, first-serve basis. Late applications will not be considered. Allow up to 30 days after the deadline for a decision.

REQUIREMENTS:

All grant requests **must be submitted using the official application form**. **ALL required fields must be completed in FULL**. Applications missing required information (including address, postal code) will not be considered for funding.

Each application **MUST** include:

- An itemized budget (enter in the space provided or attach with application submission in PDF format)
- Supporting documentation for product, resource, or equipment funding requests, such as:
 - A PDF quote or estimate from a vendor/supplier, or
 - A PDF online order form or online shopping cart showing item names and costs

The completed application and all required supporting documents **MUST be submitted in PDF format** (*preferably in one PDF file*). **Email completed application with supporting documentation to:** wbcfsecretary@gmail.com

(Or mail to: WBCF Admin Assistant, c/o Village of Midway, PO Box 160, Midway, BC, V0H 1M0. Mailed applications must be delivered to the Village Office by the deadline. Late applications will not be accepted.)

COMPLETE ALL REQUIRED INFORMATION - All fields are required except those with "if applicable" in the field name. Applications missing required information will not be considered. Please type directly into the form (or print and enter information clearly).

Name of Non-Profit (NP) Society or Organization:						
Mailing Address of NP Society or Organization:	PO Box: (if applicable)	Address/Street:			Unit #: (if applicable)	
	City:		Prov:	Postal Code:		
Name of Contact Person for NP Society or Organization:						
Contact Email:				Phone:		
Amount Requested:				Date Required:		
Cheque Payable to: (organization - NOT an individual)						
Funding Request: Project Name, Event Name, or program supplies, equipment						

Project Purpose & Need:
 Briefly describe your project and the specific need or opportunity it addresses. Why is this initiative a priority for your organization right now, and what makes it important for the community at this time?

Use of Funds & Project Plan

How will the requested funds be used? *(Describe the key activities, timeline, and responsibilities)*

Expected Outcomes & Community Impact

Please outline the expected outcomes and community impact of your project:

- Who will benefit? (students, seniors, community members) and how many?
- What changes or results do you expect to see?
- How will you measure or demonstrate success? (include specific indicators of impact)

Project Budget:

- items and their costs
- shipping/freight
- labour/installation
- taxes and total

Use this space for the budget, **OR** attach a **PDF** of your organization's project budget.

Required: include supporting documentation (vendor quotes/estimates) – attach in **PDF format**.