2026 Grant Application Form

GENERAL INTRUCTIONS

- Applications for current year funding may be submitted between January 1st and 31st of each year.
- Completed applications must be submitted to info@kitimatcommunityfoundation.ca, or by hard copy to: Kitimat Community Foundation, Box 22, Kitimat, BC V8C 2G6
- Please submit the official application form as provided. Additional information may be provided attached to the application.
- Organizations that received financing in the previous year must file an expenditure report by January 31st of each year. The expenditure report must be submitted before or alongside the current grant year's application.

ELIGIBILITY CHECKLIST (see guidelines for more details)

- Registered charities that support the Kitimat and Kitamaat Village residents through particular projects, programs, equipment, and resources.
- Must meet eligibility criteria of being a qualified donee as defined by the Canada Revenue Agency

1. APPLICANT INFORMATION

Date of Application

Organization Name

Address

Phone

Email

Website

Contact Person

BC Society Number

Revenue Canada Charity BN (Applicant/Partner)

Date of Incorporation

2. FUNDING REQUEST INFORMATION

Describe your organization's mission and purpose. Ensure your response includes how your organization is aligned with the Kitimat Foundation Philosophy (see guidelines for more details)

Please provide a description of the services you provide. This description may be used during the ACT fundraiser to describe why we are raising funds and by the Kitimat Community Foundation at our Annual spring grant giving ceremony.

3. ELIGIBILITY CHECKLIST (see guidelines details)

☐Organization is a BC registered Society
☐Organization is a Qualified Donee
☐Organization carries out its mandate within the District of Kitimat and/or Kitamaat Village
☐Organization participated in the production of the Annual Telethon

4. GRANT REQUESTED

Please provide a brief description of your grant request. Provide details on how these funds will be used to benefit the agency and the community of Kitimat/Kitamaat Village.

In consideration of the generous support of our community in pledging to ACT we encourage, whenever possible, to shop locally.

Total Grant Amount Requested $

Please explain the intended use of your funding. Fill out the following table or complete the separate excel file.

BUDGET			
#	**Description**	**Amount**	**Total Amount Requested**
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
	TOTAL		

5. DECLARATION

Declaration needs to be signed by the authorized signatory of the applicant organization.

"By signing below and submitting my application, I confirm that the information in this application is correct to the best of my knowledge. The application is made on behalf of the organization named on page 1 with its full acknowledgment and consent".

Signed _____ Print Name _____
(Must be a signing authority of agency)

Organization _____ Date _____

6. Submission Checklist

☐ Grant Application Form Signed

☐ Expenditure Report Previous Year

☐ Others Support. Please listed any other documentation attached to the form

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