



COMMUNITY AND OPERATING GRANT APPLICATION – 2026

APPLICATION PERIOD: MONDAY, SEPTEMBER 15, 2025 – FRIDAY, OCTOBER 3 AT 4:30 PM

1. APPLICANT INFORMATION

Name of Organization

Mailing Address

Contact Person and Position

Telephone Number

E-mail Address

Is the organization registered under the Society Act? Yes No

Is the organization a registered charity? Yes No

CRA Registered Charity Number _____ RR001

Grant applying for:

Community Grant – For NPOs projects or events which are beyond the scope of the City services.

Amount of Community Grant Requested (maximum of \$20,000) _____

Operating Grant – For NPOs who occupy and operate from City-owned facilities to assist with general operating expenses

Amount of Operating Grant Requested _____

Address for City-owned facility _____

2. ALIGNMENT WITH CITY'S STRATEGIC GOALS (20 points)

Provide the organization's mission statement

Provide a clear description of the organization's mandate

How does the organization provide services that enhance the community's wellbeing that primarily benefits residents within the City of Campbell River?

Does the organization provide services outside the City of Campbell River? If so, please describe.			
Is the organization closely in alignment with at least one or more of Council's Strategic Priorities? Select all that apply.			
See Strategic Plan here: strategic-plan.pdf			
	Organizational Capacity		Community Growth
	Health and Safe Community		Housing
	Collaboration		
For each selected Council priority, include one sentence explaining how your organization aligns with it:			
3. COMMUNITY IMPACT (30 points)			
How many participants / residents does the organization serve?			
Specify any benefitting groups / special needs populations (ie. Youths, seniors, special needs groups)			
Number of volunteers			
Number of volunteer hours			
Does the organization provide services that are accessible to anyone, regardless of age, ability, orientation, ethnic / cultural background, or socio-economic status? If no, please explain.			
COMMUNITY GRANT			
What is the event that you will use the funds for?			

Are there fees charged for participation with your organization? If yes, please describe.		
Does the organization measure the effect of receiving the community or operating grant? Yes No		
If yes, please describe: <ul style="list-style-type: none"> • How each dollar saved through the community or operating grant contributes to local economic activity (ie. Does every dollar saved generate more than one dollar in economic impact?). • How it may help leverage additional funding or resources from other sources. 		
Organizations must have obtained or provide evidence to be seeking funding from other sources other than the City of Campbell River. Please provide the sources and amounts below.		
Organization / Event / Funding Source	Amount Requested	Amount Received

5. COMPETITION (15 points)
Does the organization's activity compete with any other duly licensed business in the City of Campbell River? If yes, provide details of the activity.

6. ATTACHMENTS (25 points)

The following attachment must be included for the application to be complete:

Last TWO years of financial statements (including a balance sheet and income statement)

Detailed budget for the event (for a community grant) OR detailed budget for the organization (for a operating grant)

7. AUTHORIZATION

I hereby certify that I have read the attached City of Campbell River Finance Policy, Section 2.6.1; that this application complies with the Policy requirements; and that the information contained in this application is complete and correct:

Name	
Title / Position	
Date	
Signature	

Please send a copy of your application and appropriate attachments to communitygrants@campbellriver.ca by FRIDAY, OCTOBER 3, 2025.

The City of Campbell River is collecting this personal information pursuant to s. 26 of the *Freedom of Information and Protection of Privacy Act*, for the following purpose:

26(c) - the information relates directly to and is necessary for a program or activity of the public body. If you have any questions about this collection of personal information, please contact the City's Privacy Head at foip@campbellriver.ca or 250-286-5700.

The contents of this application are considered public information and may be released to a third party upon request.