

Section 1: Applicant Information

Organization Name:	
Mailing Address:	
Contact Person and Position:	
Phone Number:	
E-mail:	

Is the organization registered under the Society Act? Yes No

Is the organization a registered charity? Yes No

If yes, please provide the CRA Registered Charity Number: _____

Which grant is the organization applying for (please select one)?

Community Grant:	For NPO projects or events which are beyond the scope of City of Campbell River services
Amount Requested:	

Operating Grant:	For NPOs who occupy and operate from City-owned facilities to assist with general operating expenses
Amount Requested:	
Address of City Owned Facility:	

Section 2: Alignment with City's Strategic Goals (20 Points)

Provide the organization's mission statement:

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Provide a clear description of the organization's mandate:

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How does the organization provide services that enhance the community's wellbeing that primarily benefits the 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 and provide one sentence explaining how your organization aligns with it.

For more information on Council's Strategic Priorities, see the Strategic Plan here: [strategic-plan](#)

Organizational Capacity

Health and Safe Community

Collaboration

Community Growth

Housing

Section 3: Community Impact (30 Points)

How many participants / residents does the organization serve?	
Are there any specified benefitting groups / special needs populations (ie. Youth, seniors, special needs)	
Number of volunteers in one year	
Number of volunteer hours in one year	
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 Grants (only fill out if your organization is applying for a Community Grant)

What is the event that your organization will use the funds for?
How is this event expected to directly benefit the residents of Campbell River?
What is the expected date of the event / project?
Where will the event / project be held?
What is the budget for the event? Please include a detailed budget as an appendix to the application.
If the event is a fundraiser, will 100% of the money raised stay within the city of Campbell River? If not, where will the funds go?

Operating Grants (only fill out if your organization is applying for an Operating Grant)

How will the funds be used within the organization?

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Please provide a detailed budget as an appendix to the application.

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Section 4: Sustainability and Non-Dependency (10 points)

Provided information on how the Community or Operating Grant amount is put back into the community through charitable means or reduced fees paid by the general population of the city of Campbell River.

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Are there fees charged for participation with your organization? If yes, please describe.

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Does the organization measure the effect of receiving the Community or Operating Grant? If yes, please describe:

- 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

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Section 4: Sustainability and Non-Dependency (continued) (10 points)

Organizations must obtain or provide evidence of 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

Section 5: Competition (15 points)

Does the organization's activity compete with any duly licensed business in the city of Campbell River? If yes, provide details of the activity.

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Section 6: Attachments (25 points)

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

1)	Last TWO years of financial statements
2)	Detailed budget for the event (for a Community Grant) OR Detailed budget for the organization (for an Operating Grant)

Section 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 complete and correct:

Name:	
Title / Position:	
Signature:	
Date:	

Please send a copy of your application and appropriate attachments to communitygrants@campbellriver.ca by Friday, September 11, 2026 at 4:30 p.m.

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 foipppa@campbellriver.ca or 250-286-5700.