



APPLICATION FORM

Social Planning Grants

AGENCY/ORGANIZATION INFORMATION

Project title: _____

Organization name: _____

Contact name: _____

Contact phone number: _____ E-Mail: _____

PROJECT/EVENT INFORMATION

1. Provide a detailed summary of the project/event below for which grant funding is being sought. Be sure to provide information on all aspects of its operation including: location, staffing, target market or audience, potential programming, and community partnerships. Please also provide information on the scalability of your project/event in case we are unable to grant the full amount. Please feel free to use additional pages should you require them.

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2. Please describe expected outcomes and outline how you will evaluate the project/event to capture measurable results.

3. Please describe the social need(s) or type(s) of barriers that your project/event will address.

4. What geographic area of Nanaimo will your project/event cover?

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5. Please tell us about the specific steps and actions to be taken, key milestones, timelines, and critical dates of your project/event.

6. Does your organization already receive (or have applied for) other sources of City funding? If yes, please specify the source(s), grant types, and dollar amount(s).

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PROJECT/EVENT BUDGET

Amount of funding requested: _____ Funding stream*: _____

**Funding streams refer to the two different categories of social planning grants, Social Response Grant and the Community Vitality Grant. The Social Response Grant is intended for projects/events of a more significant scope. Whereas, the Community Vitality Grant is intended for smaller projects/events.*

Funding Sources	Amount	Confirmed Yes/No/N/A
Social Planning Grant amount requested	\$	N/A
Other grant sources (please list all other grant funding received or being pursued for this project).		
	\$	
	\$	
Total grant amounts received and/or requested	\$	
Project/event revenue (e.g. donations, fee for service, in-kind services, etc.).		
	\$	
	\$	
	\$	
Total project/event revenue	\$	
Overall total (combine grant amount requested, other grant sources, and project revenue)		
	\$	

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Please list all project/event expenses.

Expense item	Amount	Expenses City funding applied to
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
Total expenses	\$	

Do you plan to continue this project in subsequent years? If yes, what are your plans and how do you intend to fund the project/event in the future?

Yes No

