Wells Gray Community Forest (2010) Society

Society Mission Statement:

The Society provides social and economic benefits to the residents of Thompson Nicola Regional District Electoral Area "A" and the District of Clearwater.

Society Goals:

Community values are core to decision-making.
Proactive shareholder of the Wells Gray Community Forest Corporation.
Distribution of available funds through a fair and equitable grant process
Ensure the long-term financial health of the Society

APPLICATIONS MUST BE RECIEVED AT DUTCH LAKE COMMUNITY CENTRE
209 Dutch Lake Road By:

October30, 2026 @ 4:30 pm

Applications must be submitted digitally to the following Email address:
wellsgraysociety2010@gmail.com
Attn: Grant Review Team

Complete and submit the attached application form

WELLS GRAY COMMUNITY FOREST (2010) Society (WGCFS)

INTRODUCTION:

The WGCFS will grant funds when available:

- The goal of the Wells Gray Community Forest (2010) Society is to receive grant applications and disburse funds twice a year - Spring and Fall when available.
- Grants will be approved within 30 days from the intake closing date(s).
- The WGCFS trustees may request additional information upon review of the application/ information submitted.
- Upon successful application - organizations are required to sign a commitment letter committing to undertake the following:
    - That the funds will be used only for the purpose indicated on your application and for which the funds were approved.
    - Request for payment under the matching funds category must be accompanied with invoices showing the committed matching amount.
    - That the approved funds will be expended by the date indicated on your application form.
- Upon completion of your project a full report must be submitted to WGCFS in order for the funds to be released (report template is provided).
- Funds for approved projects must be spent within one year of application approval unless an extension has been approved by the Society.
    - If an extension or changes to the scope of project are required, a written notice must be submitted to the WGCFS trustees for approval.
- Grants not spent within one year of application and where an extension was not requested or granted will be cancelled.
- The final decision on all grant's rests with the Wells Gray Community Forest (2010) Society trustees.

GRANT ELIGIBILITY:

1. Grants will only be considered from non-profit organizations and qualified donees
2. Grants will only be considered from non-profit organizations with a strong committed Board that can demonstrate fiscal responsibility, and good management skills.
3. Grant must address a social need or service (as described in the WGCFS Constitution) within the TNRD Electoral Area "A" and or the District of Clearwater. The application must demonstrate how it will fill a need identified in the community.
4. Grants must be local in nature, in that the grant requested is for a specific service to the residents of the TNRD Electoral Area "A" and or the District of Clearwater.
5. Grants must show a community benefit or service within the TNRD Electoral Area "A" and the District of Clearwater specific areas.

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6. Grants where the promotion of community capacity building (volunteer participation and citizen involvement) is demonstrated will be supported.
7. Grants with capital expenditures for equipment or improvements that support community activities and programs will be considered.
8. Grants for projects will only be approved within our designated area, which is the TNRD Electoral Area "A" and the District of Clearwater.
9. Grants will be awarded to those projects, which fit the Society's purpose in support for residents of TNRD Electoral Area "A" and the District of Clearwater.

GRANT INELIGIBILTY :

10. Grants are not intended to cover the fundamental operating costs of an established organization.
11. Grants are not provided for the following services or functions: annual operating costs, wages, salaries, or capital improvements to rented or short-term facilities.
12. Grants for an Individual are not eligible.
13. Grants do not provide funding for operating or capital deficits.
14. Grants are not given to support annual fund-raising campaigns, form letter requests, or telephone campaigns.
15. Grants are not provided for the establishment or expansion of endowment funds.
16. Grants are not provided to religious organizations for direct religious activities.
17. Grants will not be considered for ethno-cultural organizations that primarily serve their own members.
18. Grants are not provided for amateur sports associations. (Directive of CRA)
19. Grants are generally not made towards the building of monetary funds or capital campaigns.
20. Grants that do not meet the application criteria will not be considered.
21. Grant applications that are late will **not** be accepted and will be returned to the applicant.
22. Grant applicants that were successful in obtaining funds but failed to meet all their obligations may not be considered for future funding.

INELIGIBLE EXPENDITURES:

1. Salaries and or wages.
2. Annual operating costs.
3. Core operating expenses of an established organization.
4. Capital improvements to rented or short term (<less than 10 years) leased premises.
5. Expenditures associated with a private enterprise.
6. Costs incurred prior to the approval and/or after the project completion date set out in the Grant agreement.
7. If your organization is registered and qualifies for GST refundable taxes, this cost will not be an eligible expense for refund through the grant.

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PROJECT DESCRIPTION:

Please provide the following information in the attached grant application:

1. Elaborate on the description of your project to include its purpose, objectives and goals, why the project is needed (desired) and how it will serve and be of significant benefit to the community.
2. Describe the anticipated success criteria and measurable outcomes.
3. Provide a project budget (include revenue and expenses). Indicate sources of funding other than the grant that will be used to support this project. Utilize the excel spreadsheet provided for this purpose.
    a. Please include three (3) quotes where applicable. If it is not possible to obtain three (3) quotes, provide an explanation for the inability to do so.
4. Indicate how the Wells Gray Community Forest (2010) Society support for this project will be recognized.

AGENCY INFORMATION: Briefly provide the following information in the attached grant application:

1. What is the purpose of the organization: What services are provided? (Include target population, geographic area served, and number of people served.)
2. What is the annual operation budget? Who are the major operational funders?
3. Do you have staff? How many full/part time? Does your organization utilize volunteers? If so how many volunteers?

Please include these attachments:

- List of Board of Directors and Officers (indicate BC Society registration number)
- Most recent financial statements and annual report.

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For further information contact any of the following trustees:

- Community At Large rep - Heather MacLennan, President president@wgcfscom.org
- Community at Large rep – Lucy Taylor, Vice-President vice-president@wgcfscom.org
- Community at large rep - Sheila Thiessen, Treasurer treasurer@wgcfscom.org
- Community at large rep - Leslie Groulx, Secretary secretary@wgcfscom.org
- Community at Large rep – Kerry Milner-Cairns, Director director@wgcfscom.org
- District of Clearwater rep – Councillor Bill Haring, Director docrep@wgcfscom.org
- TNRD Area "A" rep – Usoff Tsao, Director tnrdrep@wgcfscom.org

E-Mail complete application with attachments to:
wellsgraysociety2010@gmail.com
Wells Gray Community Forest (2010) Society
209 Dutch lake Rd Clearwater, B. C.
VOE 1N2
DEADLINE DATE: October 30, 2026 @ 4:30 pm

WELLS GRAY COMMUNITY FOREST SOCIETY

Wells Gray Community Forest (2010) Society Application Form

Name of Organization:	
Mailing Address:	
Federal Charitable Registration # (if applicable):	
BC Society # (if applicable):	
GST # (if applicable)	
Primary Contact Person:	
Position:	
E-mail address:	
Telephone No:	
Project Title:	

1. PROJECT DESCRIPTION:

Program Description	
Statement of social need or service to be addressed	

Goals and Objectives		
Benefits to Target Population and Community	Target Population	Community
Timelines (start and end dates)		
Wells Gray Community Forest Corporation Recognition		

2. SUCCESS CRTIERA:

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3. MEASURABLE OUTCOMES:

4. QUOTES (quotes must be attached)

Business	Purchase	Price
1.		
2.		
3.		

**Purchasing Local is preferred – if you cannot garner three (3) Quotes please provide a reason why.*

5. BUDGET – Use Excel WGCFS Project Budget Form and attached

**Revenues from other organizations for matching fund applications must be identified*

6. GRANT FUNDING CATEGORIES: ***tick one box indicating funding category***

Social ☐	**Matching ☐**	**Accumulating ☐**

Note*: Refer to definitions in the Grant Funding Criteria for the full description*

Signatures of Chairperson and one Director of the organization required.

Total funding request: _____ Matching Funds: _____

Signature: _____ Position: _____

Signature: _____ Position: _____

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7. ORGANIZATION INFORMATION:

Organization Purpose	
Services provided (include target population, geographic area and number of people served) ie: Clearwater proper is population of 2384	
Annual operating budget	
Operational funders	
How many paid staff full/part time? How many volunteers?	

MANDATORY

A **completed application** signed by a director or officer of the organization with legal signing authority

1. List of Board of Directors and Officers; BC Society Registration #
2. Most recent financial statements and annual report
3. Letters of support from organizations/ agencies or operational funders that are part of or will benefit from the project.
4. Quotes from up to three (3) vendors for projects / equipment or if only one quote, include a rational that supports this.
5. Policies or resolutions that indicate there is support for the project and overall management of the grant.