



Wells Gray Community Forest (2010) Society Grant Application Submission Checklist

Please use this as a guide to ensure your organization is submitting the application with the required information. ***Tick the boxes, sign the checklist and submit with application.***

- Does the grant application fit within the grant policy criteria?
- Agency Information complete to include BC Society Registration Number.
- Project Description (1) with project clearly described complete.
- Success criteria (2) complete and relevant to project.
- Measures Outcome (3) complete with clearly described measurable outcomes.
- Quotes (4) a minimum of three (3) quotes are to be attached to application if required, local is preferred. Provide short justification if not possible to obtain three quotes.
- Budget (5) completed; include excel spreadsheet with breakdown of budget (attached)
- Grant Fund category (6) indicated, and signatures completed.
- Organization Information (7) completed.
- Mandatory information requested in application & required documents attached.

****Number (x) indicates section of the application package***

Signature of Applicant: _____