#### Deadline for submissions: October 24, 2022

# **Part A – Applicant Information**

Grant Amount Requested: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:

Name of Organization:

Applicant type (registered charity, school, etc.):

Address:

Website:

Name of Person Completing this Application:

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email:

If your application is successful, please provide the correct name of the Organization or

Person to whom the cheque is to be made payable:

Provide a brief history of your organization / group and its mandate:

# Part B – Project Description

**Project Name:**

**Briefly describe the proposed project, including purpose, goals, objectives, target audience, and environmental / social benefits.**

**Briefly describe who will be undertaking / overseeing the project.**

**Does your project align with any of the District’s key directions to achieve our climate action and environmental health goals? Which ones and how?** Key directions: low carbon building and energy use reduction, low carbon and active transportation, zero waste and circular economy, healthy ecosystems, and climate adaptation and resilience (full descriptions found in Terms of Reference here link URL).

# **Part C – Project Timeline:**

**Describe the anticipated timeline for project development, implementation, duration, and whether the project will continue after creation.**

(All projects must be completed within one year of applicant receiving funds)

*NOTE: An interim report must be submitted 6 months after receiving initial funding, listing any program events and deliverables to date. A final report is due 12 months after receiving funding.*

# Part D – Project Evaluation:

Briefly describe how you will evaluate the success of this project.

How will the District’s contribution be recognized?

# Part E – Project Budget

Itemize all estimated expenses and all sources of revenue, including in-kind contributions: (Supporting documents may be attached if necessary)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Costs***(please use categories as appropriate)* | **Amount requested from DNV** | **Organization contribution** | **Other Revenue\*** | **Project Total\*\*** |
| ***In-kind*** | ***Cash*** |
| **Staffing** |  |  |  |  |  |
| **Contract Fees** |  |  |  |  |  |
| **Honoraria** |  |  |  |  |  |
| **Office Supplies** |  |  |  |  |  |
| **Promotion** |  |  |  |  |  |
| **Equipment** |  |  |  |  |  |
| **Other** |  |  |  |  |  |
| **Other** |  |  |  |  |  |
| **Other** |  |  |  |  |  |
| **Other** |  |  |  |  |  |
| **Totals** |  |  |  |  |  |

## Notes:

*\*For “Other revenue” please list the source and contact details on an attached page.*

*\*\*The “Project Total” column must consist of the total of grant program funding, organization in-kind and cash contributions, and any revenue from other sources*

# Part F – Consent Required

|  |  |
| --- | --- |
| I accept the conditions set out in the program terms of reference (link to terms of reference URL) | Yes ⬜ No ⬜ |
| I give permission to allow the DNV to publish my Sustainability Grant project on their website and social media. | Yes ⬜ No ⬜ |

# PART G – Project Leader Signatures

|  |  |
| --- | --- |
| Has your organization supported this application? | Yes ⬜ No ⬜ |

Please note at least 2 members from your organization are required to be involved

## Name, title and signature

Name:

Title:

Date:

Signature:

## Name, title and signature

Name:

Title:

Date:

Signature:

**Completed application packages may be emailed or submitted by mail to:**

Sustainability Grants Program, Climate Action and Biodiversity Office

District of North Vancouver

355 W Queens Rd

North Vancouver, BC

V7N 4N5

Or emailed to sustainabilitygrants@dnv.org