

# Fort St. James Community Foundation Grant Application Guide

## 1. Granting Opportunity

The Fort St. James Community Foundation is a registered non-profit society located in the community of Fort St. James. The Foundation fundraises annually through special events and donations to accumulate funds for an endowment.

This endowment is then invested, alongside the Prince George Community Foundation, and interest earned on these low-risk investments are then distributed to the community in the form of community grants.

## 2. Eligible Applicants

Be a registered non-profit society or charity that operates and provides services in the following:

- District of Fort St. James
- Regional District of Bulkley Nechako Area C,
- Germanson Landing,
- Manson Creek,

And the following First Nation Communities:

- Nak'azdli Whut'en,
- Tl'azt'en Whut'en Nation,
- Binche Whut'en First Nation,
- Yekooche First Nation,
- Takla Lake First Nation.

## 3. Evaluation Criteria

Applications will be evaluated for the following criteria:

- Suitability of proposed project as it corresponds to one or more of the Fort St. James Community Foundation's Granting Priority Areas
- Awards for Organizations will be granted based on the following:
  - Impact on the Community (35%)
  - Relevancy to Granting Priority Areas (35%)
  - Demographic that the project addresses (ex. Youth/Seniors, etc.) (30%)

## 4. Granting Priority Areas

### A. Education:

- Educational equipment and or aids for individuals with disabilities pursuing education.
- Scholarships, bursaries, or awards to deserving students who are undertaking education in a post secondary institution. (Universities, Technology and Trade Schools). Eligibility: High school graduates.
- Research projects that will provide benefit to communities located within the Community Foundation boundary area. Sponsorship must be with a post-educational institution located in Central Interior Region of BC.

## **B. Health:**

- The Health category will seek to provide grants to assist with capital purchases such as and not limited to purchases of equipment, enhancement of facilities or grounds, or any other services that enhance quality of life or patient care in a hospital and long-term or assisted care facility.

## **C. Social Wellness:**

- The Social Wellness category will seek to provide grants to assist with services, programs or projects that advance the social well-being of the residents of the benefiting area and contribute to enhancing healthy communities.

## **D. Sports and Recreation:**

- The Sports & Recreation category will seek to provide grants to assist with the advancement of ability of groups and organizations administering sport and recreation programs and services.

## **E. Arts and cultural activities:**

- The Arts & Culture category will seek to provide grants to assist with the advancement of the arts such as and not limited to; theatre, musical, poetic, literary, guest performers authors or speakers, exhibitions of an artistic nature, seminars, workshops and artist in residence opportunities.

## **F. Environment and Historic:**

- Historical Preservation category seeks to provide grants to assist with the preservation of the history of the benefiting area such as and not limited to collecting and storing historical data, photographs, written literature and archival objects, restoration of historical facilities, maintaining historical lands, providing education with regards to the history of the area.

## **G Conservation & Ecological:**

- This category seeks to provide grants to assist with initiatives such as and not limited to the advancement of services, program and projects that enhance “Green” sustainable practice opportunities for residential, commercial, industrial and municipal operations

## **5. Timelines for Application/ Approval/ Notification**

Applications will be available as of January 16th of each year.

Applications can be downloaded from the website [fsjcf.org](http://fsjcf.org)

Applications must be completed on the grant application form provided on the Fort St. James Community Foundation on the website [fsjcf.org](http://fsjcf.org) Other application formats will not be accepted.

Additional pages may be attached but the grant application form itself must not be modified.

**All completed applications should be emailed (by PDF attachment) to [fsjcf.info@gmail.com](mailto:fsjcf.info@gmail.com) or mailed via Canada Post to:  
The Fort St. James Foundation Society  
Grant Committee  
Box 17, Fort St. James, BC V0J 1P0**

## **6. Contact**

Please contact the Foundation at [fsjcf.info@gmail.com](mailto:fsjcf.info@gmail.com) for further details or to discuss your application prior to submitting.

## **7. Awards**

All Applicants will be notified of their application status by the week of March 31st of each year.

**All grant application must be received by email or postmarked February 28th, 2023 in order to be considered for this 2023 granting cycle.**

**\*\*If you are mailing on the last day, please ensure with Canada Post that the submission will be postmarked that February 28th, 2023.\*\***

**The Foundation Board of Directors does not issue statements of explanation for applications they elect not to fund.**

**Unsuccessful applicants who plan to submit a similar request for funds at a later date are urged to discuss the Foundation's application requirements and funding priorities with a Foundation representative prior to re-submission.**

