

Community Grant Application Form

District of Clearwater

209 Dutch Lake Road

Clearwater, BC V0E 1N0

Tel: 250-674-2257 | Fax: 250-674-2173

grants@docbc.ca



APPLICATION DEADLINE IS DECEMBER 1ST

Please read the [Community Grant Policy](#) (No. 2502) for complete details.

1. APPLICANT INFORMATION			
Date submitted (mm/dd/yyyy):			
Name of Organization:			
Contact Name:			
Mailing Address:			
Phone Number:		Cell:	
Email:			
Description of Organization (including its mission, board members, and governance structure):			
Have you received a permissive tax exemption for 2026 from the District of Clearwater?			Yes ☐ No ☐

2. TYPE OF GRANT REQUESTED		
☐ Community Grant up to \$2,500	☐ Community Grant over \$2,500	☐ In-Kind Grant (max up to \$2,000)
☐ Large Community Grant		
Amount of grant requested:	\$	

3. EVENT/ PROGRAM /PROJECT INFORMATION

Name of Event/Program/Project:			
Date of Event/Program (mm/dd/yyyy):			
Location of Event/Program/Project:			
Purpose/Description of Event/Program: <i>(Attach additional pages/cover letter if more space is needed)</i>			
Estimated community attendance:			
Fees charged for attendance (if any):			
Number of volunteers required:			
Have you received or requested any other grants for the same purpose from any other organizations or levels of government? If yes, please attach list of organizations, amounts requested and received.			Yes ☐ No ☐
Have you attached a void cheque or bank account verification letter in the name of the applicant organization?	Yes ☐ No ☐		

4. FOR COMMUNITY GRANTS OVER \$ 2,500 (all of the above, plus the following are required):

Provide certificate of incorporation	Attach ☐
Provide the latest Financial Statements (including Balance Sheet and Income Statement) of the organization	Attach ☐
Provide a detailed budget or forecast for the event or project	Attach ☐
Percentage of Event/Program budget covered with the Community Grant?	%
Have you received a District Community Grant in the prior year? If yes, attach the District of Clearwater evaluation report.	Attach ☐

5. FOR IN-KIND GRANT (sections 1-3, *plus the following is required*):

Provide rationale for in-kind request:

Provide a breakdown of the full costs associated with the facility or equipment:

6. LARGE COMMUNITY GRANT (sections 1-4, *plus the following is required*):

A detailed project plan including the following:

- a. Description of the project and its benefits, both in the short and long term
- b. Description of how the project aligns with the District Council's strategic focus areas and priorities
- c. Project timelines, start and end dates and major milestones
- d. Detailed project budget identifying all revenues (including funding sources) and costs
- e. Describe the long-term impact to the District's Financial plan (if applicable) – example: maintenance and insurance costs.
- f. Identify community partners

Attach ☐



Declaration:

- ☐ I have read the District of Clearwater's Community Grant Policy and understand the terms and conditions.
- ☐ The information in this application is accurate and true.
- ☐ If applicable, the mentioned event does not focus on a limited or special interest audience, nor exclude anyone by reason of religion, ethnicity, gender, age, sexual orientation, language, disability or income.
- ☐ To the best of my knowledge, the applicant organization is in good standing with all District of Clearwater bylaws and financial obligations.

Signature

Date signed (mm/dd/yyyy)

Print name and title

APPLICATION CHECKLIST – ALL REQUESTS

- ☐ Completed mandatory **sections 1 to 3** of the application form
- ☐ Emailed completed and signed form to grants@docbc.ca

APPLICATION CHECKLIST – REQUESTS OVER \$2,500

- ☐ Completed **sections 1 - 4** of the application form
- ☐ **Evaluation Report** – if you received a Community Grant in 2025 you will be required to submit a final report to Council in order to be considered for 2026 funding. This may include actual revenues/expenses, attendance and economic/social impact of the grant.

APPLICATION CHECKLIST – IN-KIND REQUESTS

- ☐ Completed **sections 1 - 3** and **section 5** of the application form

APPLICATION CHECKLIST – LARGE COMMUNITY GRANTS

- ☐ Completed **sections 1 - 4** and **section 6** of the application form

[SUBMIT TO GRANTS@DOCBC.CA](mailto:grants@docbc.ca)

For questions, please email grants@docbc.ca or contact the Director of Finance, Linda Klassen.



Clearwater Strategic Planning

2025 - 2027

STRATEGIC FOCUS AREAS

Provide Quality Core Services

1) Adapting to Provincial Downloading

Council to provide advocacy for provincial support to deal with legislative changes in land use planning and emergency planning that hamper our ability to provide core services.

2) Enhancing Regional Collaboration

District to partner with neighbouring municipalities and the regional district for shared services.

3) Revenue Generation and Sustainable Finances & Taxation

Council directs staff to look at all alternative revenue sources and optimizing fees for full cost recovery.

4) Modernization and Efficiency

District to digitize and modernize internal processes, updating municipal bylaws, and investing in community assets.

Healthy Community

5) Improving Housing Affordability

Council will look at expanding housing options.

Review and update Development Cost Charge bylaw and projects, with an understanding of future growth demands.

Develop partnerships that make available a range of housing options and housing tenures at different income levels and stages of life.

6) Advancing Health Care

Support recruiting and retaining health care professionals to improve local health care services.

7) Enhancing Community “Vibe”

Council to support a community environment that encourages and attracts diverse economic investment.

Council to continue to support social, cultural, and recreational programs.

Strong Advocacy for Clearwater

8) Partnerships

Council to support partnerships in all facets of the organization with the community.

9) Engaging Communication and Public Consultation

Mayor and Council to proactively engage and have transparent communication with the public.

10) Strategic Advocacy

Strengthening advocacy at regional and provincial levels to secure necessary support and funding.

Infrastructure

11) Develop and Renew Utility Systems

Focus on the areas where development is constrained due to a lack of infrastructure and the renewal of aging, undersized infrastructure.

Complete the asset management initiative to better understand the current and accumulated infrastructure deficit. Consider sustainable funding mechanisms related to infrastructure.

12) Develop plans for Other Infrastructure

Key infrastructure such as roads, bridges and facilities should be reviewed and long-range plans developed.

Community Safety

13) Focus on Climate Change Mitigation

The District pursues continual improvement to our emergency management program, our wildfire mitigation program and wildfire response capabilities.

14) Other Community Safety Initiatives

The District to engage in and facilitate important community safety initiatives.

Economic Development

15) Economic Development Model

The District will explore and develop its preferred economic development model.

16) Official Community Plan Update

The District will engage in the update of the OCP with a key focus on visioning the development of our urban centres, encouraging commercial development, and future housing development. Community engagement in this process is critical.

17) Project Planning

Work with developers planning large projects to help facilitate their development.



Revised April 2025