




BC EQUESTRIAN TRAILS FUND


2021 Grant Application Form


FOR HCBC USE ONLY –	Date Received:
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Click on the  symbol for additional information on how to complete this form.
Incomplete applications will not be accepted.

Project Title: 
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APPLICANT DESCRIPTION

Applicant (Name & contact information of HCBC member club or affiliate – must be an authorized legal representative) 
Organization:
Club officer name & position:
Mailing Address:
Telephone Number:
Fax Number:
Email Address:

Project Contact Person (Only if other than the Applicant contact) 
Name:
Title:
Mailing Address:
Telephone Number:
Fax Number:
Email Address:

Name of Club President: 	Signature:
Name of Club Treasurer: 	Signature:

Note: This application may be considered for other funding sources at the discretion of the Horse Council BC application review committee.

Background Information ?

PROJECT DESCRIPTION

Project Timing ?

Objectives ?

Context/ Background ?

Project Activities ?

Human Resources ?

Mapping Information ?

Results ?

Performance Reporting ?

Signage & Communications ?

Please submit your completed application form before **April 15, 2021** to

Recreation Coordinator, Horse Council BC
27336 Fraser Highway, Aldergrove, B.C. V4W 3N5
Fax: 604-856-4302 Email: recreation@hcbc.ca

Name of applicant:				
Name of project:				
Contribution Sources (Where the Funds Will Come From)	Sources			
	Confirmed Y/N	Cash \$	In-Kind \$	Total \$
2021 BC Equestrian Trails Fund request:				
Estimated # of Volunteers doing General Labour x # of hours @ \$10/hour:				
Estimated # of Volunteers doing Skilled Labour x # of hours @ \$25/hour:				
Minimum Project Costs:				
For all requests applicants must already have secured a minimum 20% of the total cash expenditures in dollars. *				Total
Minimum amount your project needs to have secured to meet the eligibility criteria for funding:				
Expenditure Areas (Where Funds Will Be Spent)	Expenditures			
	Cash \$	In-Kind \$	Total \$	
<i>Total sources must equal total expenditures</i>				* Total

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2021 Grant Application Checklist

PRE-APPLICATION

- Is your club eligible to apply?
- Does your project meet the Eligible Projects Criteria?
- Will the funds be used toward Eligible Project Costs?

Have you included the following with your application:

- a completed and signed application form.
- a budget including proof that your club has already secured 20% of the total cash expenditures in dollars.
- detailed plans including:
 - a written description of the project plans.
 - location maps showing the nearest communities.
 - maps of the site showing where and what work will be done.
- written permission from the land manager
- evidence of community support for the project.
- details showing commitment to displaying signage acknowledging HCBC at the project site.

- Have you submitted your application on or before April 15, 2021?*

DURING THE PROJECT

- Have you submitted an interim report and budget with pictures to HCBC at some point during the construction of your project?*

AFTER THE PROJECT

Have you sent in the following within two (2) months of the project's completion date:

- a report with details on project progress, challenges, and successes.
- a final budget with receipts.
- unused funds returned.
- a completed photo release form and photos of the finished project.
- a completed Online Trail Guide form and accurate maps of the project area trail system.