


BC EQUESTRIAN TRAILS FUND

Grant Application Form


FOR HCBC USE ONLY –

Date Received:

Click on the  symbol for additional information on how to complete this form.
Incomplete applications will not be accepted.

Project Title: 

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 30** to

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



Budget Worksheet

Name of applicant:				
Name of project:				
Contribution Sources (Where the Funds Will Come From)	Sources			
	Confirmed Y/N	Cash \$	In-Kind \$	Total \$
2025 BC Equestrian Trails Fund request:				
Estimated # of Volunteers doing General Labour x # of hours @ \$20/hour:				
Estimated # of Volunteers doing Skilled Labour x # of hours @ \$25/hour:				
Minimum Project Costs:	Total			
For all requests applicants must already have secured a minimum 20% of the total cash expenditures <i>in dollars.</i> *				
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 \$	
* Total				
<i>Total sources must equal total expenditures</i>				

Funding made available by Horse Council BC and BC Equestrian Trails supporters



HORSE COUNCIL
BRITISH COLUMBIA

BC EQUESTRIAN TRAILS FUND

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.

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.