COVER PAGE

**This Cover Page can be used for all Funding Requests regardless of denomination**

**Project Title:**

**Name of Applicant:**

**Contact Person & Title:**

**Total Project Value:**

**Total Requested from BLCF:**

**Grant Payable to:**

**Mailing Address:**

**Telephone:**

**Email:**

**Names and Addresses of other persons / groups associated with this project:**

|  |
| --- |
| **For Office Use Only**  **Date Received:**  **Complete? Y / N Approved: \_\_\_\_\_\_ Not Approved: \_\_\_\_\_\_** |

**THIS TEMPLATE TO BE USED FOR FUNDING REQUESTS OVER $20,000.00 ONLY**

Funding requests up to $10,000.00 can be requested via letter form with supporting documents.

Funding requests up to $10,000.00, that meets the donation criteria, will be considered by the Donation Committee on a ad hoc first come, first serve basis.

Funding requests over $10,000.00 may be referred to the full Board for consideration and approval.

Funding requests over $20,000.00, upon approval, requires signing a Contribution Agreement, in which the donation criteria will be described.

**Project Title:**

**Project Summary:**

**Project Goals:**

**Work Plan:**

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| --- | --- | --- | --- |
| **Task** | **Work Plan** | **Time Frame** | **Outcomes** |
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**Partners:**

**Letters of Support:**

**Budget:** *Provide a detailed breakdown of project expenditures, clearly indicating which items BLCF’s funding would be used for, and which costs or services your partners will pay for. Clearly state the amount of funding you are requesting from BLCF and others and when you expect a response from other funders. Capital costs and labour contracts must be supported by estimates or quotes from suppliers.*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Project Title:** | | | | | | |
|  | | | | | | |
| **Item**  **Materials, Labour etc.** | **\* Cost** | **Source**  **(Estimate or Quote)** |  | **Other Funding Organizations** | **Amount** | **Status:**  **In-Kind, Confirmed/Pending** |
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| **Subtotal** |  |  |  |  |  |  |
| **GST** |  |  |  |  |  |  |
| **Total Costs**  *(Including GST)* |  |  |  |  |  |  |

\* Note: Please provide budgeted amount for each line item above exempt of GST.

**Attachments:**

***Items to attach to your proposal, where appropriate;***

- Quotes, proof of confirmed funding, letters of support

- Relevant photos, maps, proof of ownership *(properties)*

- Mail completed application to: **Burns Lake Community Forest Ltd.**

**P. O. Box 788**

**Burns Lake, B.C.**

**V0J 1E0**