



# Grant Application 2016

## Submission Deadline December 14

*Raise-a-Reader Prince George supports literacy projects for children and families in Prince George. Since 2007, the Raise-a-Reader campaign has raised over \$341,000 locally.*

### ORGANIZATION REQUESTING FUNDS

**Only one application will be considered per school or organization.**

NAME \_\_\_\_\_  
MAILING ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ POSTAL CODE \_\_\_\_\_  
DID YOU RECEIVE A GRANT IN 2015? \_\_\_\_\_ HAS THE ACCOUNTABILITY REPORT FOR THE 2015 GRANT BEEN SUBMITTED? \_\_\_\_\_

### CHARITABLE REGISTRATION NUMBER & LEGAL NAME

***Funds can only be distributed to organizations with CRA charity status. Provide the Legal Name and CRA charitable number as registered with CRA. Cheques are payable to the Legal Name.***

LEGAL NAME \_\_\_\_\_ CHARITABLE NUMBER \_\_\_\_\_

### CONTACT INFORMATION

NAME \_\_\_\_\_ POSITION \_\_\_\_\_  
E-MAIL \_\_\_\_\_ TELEPHONE \_\_\_\_\_

### PROJECT INFORMATION

***Projects must demonstrate the ability to further literacy for children and families. Grants will be given for books, e-books, author visits and other literacy related projects. They will not be given for clothing, uniforms, construction, debt retirement or administrative expenses.***

NAME OF PROJECT \_\_\_\_\_  
FUNDS REQUESTED \_\_\_\_\_  
NUMBER OF PEOPLE THAT WILL BENEFIT FROM THIS PROJECT ADULTS \_\_\_\_\_ CHILDREN \_\_\_\_\_  
OTHER SOURCES OF FUNDING \_\_\_\_\_  
PROJECT DESCRIPTION \_\_\_\_\_

***Attach a short project description, maximum 500 words, and no longer than one page. Include a summary of your project, its goals, and how the funds will be spent to support these goals.***

### OTHER INFORMATION

- All information is mandatory. Incomplete applications will not be considered. Applications must be completed on this form and submitted via email, along with the project description.
- Preference will be given to projects meeting the greatest need as per funding committee.
- Funding committee reserves the right to change these criteria as necessary. The decision of the funding committee will be final and binding.
- Grant recipients are required to submit an Accountability Report via email no later than **August 30, 2017** explaining how the funds were used to meet the project goals, and copies of all related receipts. Late reports may impact the recipient's eligibility for future grants.



**SUBMISSION INFORMATION**

Completed applications and project descriptions will be accepted via email **only** at [raiseareader@pgpl.ca](mailto:raiseareader@pgpl.ca). Please ensure that you retain a copy of the application for your own records.

**QUESTIONS?**

Please send any questions to [raiseareader@pgpl.ca](mailto:raiseareader@pgpl.ca) or call Amy Dhanjal at 250-563-9251 ext. 128.

**OFFICE USE** Date received: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Grant amt: \_\_\_\_\_