



How to Apply for Your Education Grant

Chapters can apply once each year for their \$300 grant from the Provincial organization. Questions? rivergals@telus.net

BCHBC Educational Grant Request Information.

- Any Chapter in good standing and who completes the application requirements may apply once annually for a grant of up to \$300.
- Grants are not to be used for competitions or riding lessons.
- Educational events should be open to all. Participants must carry current HCBC or AEC insurance if horses are involved in the event.
- Auditing should be encouraged
- Educational events should be presented to improve horsemanship or safety while handling horses, building trails, packing, equine management and health, Leave No Trace or other topics as outlined in our 4 level training program. The choice is up to the Chapter.
- Grant money can be used to fund Clinician fees, clinician travel, arena fees; to subsidize registration costs or however the Chapter agrees to use the grant.
- **Grant money will come to the chapter after the event and when final forms are sent in.**

Your Application Process:

- Chapters applying for the grant are to complete and submit their Grant Request, and a Proposed Financial Statement to the Education Committee Chair (rivergals@telus.net)
- The Education Committee will review the application and contact the applicant either by email or phone indicating whether or not the application has been approved.

BCHBC reserves the right to withhold grant money should the organizing Chapter not return a Final report form, Final Financial statement with receipts and Participant list in a timely manner after their event. BCHBC reserves the right to refuse funding for any grant application



Grant Request for An Educational Event

Date: _____ Chapter Name: _____

Applicant:	Position:
Address:	Phone:
City:	Email:
Postal Code:	Fax:

Describe your Educational event. Please include who will benefit from your event and what your chapter hopes to gain from the event.

Have you also applied for HCBC funding?

How many members are in your chapter?

Will your event be open to non-BCHBC members?

Anticipated cost of the event?

Personal or Club contributions?

Anticipated income? (If applicable)

(please include your **proposed Financial Statement** with this application)

Applicant's signature: _____ Date: _____ BCHBC Authorization: _____
 Declined: _____ Reason: _____



Educational Event Financial Statement

(Proposed)

Chapter Name:	Clinic Location:	
Clinic Dates:		
Income	Expenses	
Entry/Registration fees	Clinicians fees	
Stabling fees	Travel (air/gas/ferry)	
Donations	Accommodation	
Sponsors	Venue rental N/A	
BCHBC grant	Food	
Chapter support	Telephone/Fax	
HCBC funding	Printing/Copier	
Government	Postage/Office supplies	
Auditing	Awards/Gifts	
Other	Equipment rental/purchase	
	Contract Labour	
	Other (please describe)	
Total Income:	Total Expenses:	
	Surplus/Deficit	

