



Provincial Trails Committee

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BCHBC Trail Grant Application Form for 2022

Only a recognized Chapter of the Back Country Horsemen Society of BC (BCHBC) may use this form to apply to BCHBC for funding on trails and access projects. If required attach additional pages.

The completed application must be received by email to trailcommittee@bchorsemen.org or Canada Post: BCHBC Trails Committee, P.O. Box 260, Pritchard, BC V0E2P0 between January 1 and April 1, 2022. Successful applicants will be notified on May 1st, 2022.

1. Name of Project: _____

2. Name of Chapter applying: _____

3. Is this Chapter a first time applicant for BCHBC Trails Grant: Yes No

4. Please state in dollars, how much you are applying for: \$ _____

5. Geographical location of Project: _____

6. Name of contact person for Project: _____

Address: _____

Postal code: _____ Phone: _____ Fax: _____

Email: _____

7. Location of proposed project (include GPS information/maps):

8. Land Manager(s): e.g., BC Parks, Rec Sites and Trail, Regional Dist. Please include a name and contact information:

9. Expected start date: _____ Expected end date: _____



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10 Overall purpose of the project:

11. Brief description of the project (Please specify if any contributor has donated funding for a specific purpose related to the project):

* Does your Chapter have a contingency plan if there are shortfalls in the funding listed? If so, include this information above in the description of the project.



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12. Signatures: copy & paste your signature or print page, sign, scan & send as an attachment

Project Coordinator (Print): _____

Signature: _____

Date: _____

If different than contact person on page one please provide contact info

Address:

Phone and email

Chapter Chair (print): _____

Signature : _____

Date: _____

On behalf of our BCHBC Chapter, I have read the information in ***BCHBC Trails Grant Guidelines*** and I understand and agree to the conditions outlined therein.

Applicant signature: _____

Date: _____

13. Proposed Budget - please include a budget plan. Include where you expect funds to come from and on what will they be spent. Include in-kind contributions. There is a template attached.

14. Have you attached the required budget, maps, permits, support letters or photos?

of pages _____

Yes



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List all attachments

Use this space for any further applicable information (optional):



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Back Country Horsemen Society of BC, Funding application Budget Form 2021

Name of Chapter applying: _____

Name of Project: _____

Sources of Funding - Income (where funds will come from)	Confirmed Y/N	Cash \$	In-kind \$	Total \$ received
TOTALS: A + B = C	Totals	A	B +	C =

Costs - expenses (what funds will be spent on)	Quote Y/N	Cash \$	In-Kind \$	Total \$ spent
TOTALS A + B = C	Totals	A	B +	C =

- * In Sources of Funding section, cash and in-kind \$ totals should equal the Total\$ in the = box (A + B = C)
- * In Costs section, cash and in-kind \$ should equal the Total\$ spent in = box (A + B = C)
- * Both the Total \$ Received and Total \$ Spent should equal each other (C = C)
- * In-kind labour contribution rate for the current year (coordinated with Horse Council BC): _____



CHECKLIST FOR APPLICATION (MUST INCLUDE):

1. A **completed application form** signed by a director or officer of the club with legal signing authority.
2. A budget; how much will your project cost? the applicant must make their financial information available in order to prove their financial responsibility.
3. Detailed plans and timeline including location maps describing the project location, and an area map to display the project area and where the work will be done in relation to the trailhead.
4. Written permission from the land manager in which the project is located: e.g. municipality, Regional District, Recreation Sites & Trails BC of the Ministry of Forests, Lands and Natural Resource Operations, BC Parks, private land owner etc.
5. Show evidence of community support for the project. These can include letters or emails from local Non-government organizations (NGO's), and other user group organizations (3 letters or emails).
6. Details showing commitment to displaying signage at the project site. All signage, as well as media releases and announcements regarding the project, must acknowledge the financial support of BCHBC. Wording or logos to be approved by BCHBC.
7. If applying for additional grants from other sources you require a ***Letter of Delegation of Funds*** from the President of the BCHBC.