

WLCF Community Granting Program for 2020

Starting in mid-October 2020, the Williams Lake Community Forest (WLCF) is rolling out its third year of the Community Granting Program. This annual program utilizes a portion of the profits from the WLCF and is aimed at providing support and enhancements for neighbouring communities and residents of the two blocks that make up the Community Forest.

There are two types of opportunities - grants for eligible community organizations, and bursaries for post-secondary students. This application process is for grants only. Please look for bursary application information here: <https://williamslakecommunityforest.com/community-granting/scholarships-bursaries/>

Approved in 2014, the WL Community Forest is a fixed area of 28,840 hectares (288 square kilometres) in two blocks in the traditional territory of the Williams Lake First Nation. These two areas are managed to reflect a broad diversity of forest resource values and interests, and generate income through forestry activities. The WL Community Forest LP is a joint partnership between the Williams Lake First Nation and the City of Williams Lake. The Standing Committee on Resource Values and Interests, a group of community volunteers, was established to represent the interests of neighbours, communities and users of the Community Forest land. For more information, visit <https://williamslakecommunityforest.com/about/>

The goals of the Williams Lake Community Forest are:

- To operate the community forest as a viable forestry enterprise.
- To reflect community values and respect the land.
- To sustainably manage for all forest resources.
- To generate revenue for local economic development and community stability initiatives.
- To realize socio-economic benefits such as local employment and economic activity associated with milling and manufacturing.
- To enhance local partnerships that support forest education and an increased public understanding of forestry.

Who is Eligible for the Community Grants:

1. Registered charities, non-profit and/or community organizations such as 4H clubs, community associations, Parent Advisory Councils, etc. in the defined 'local area'
2. The defined local area is the CRD Areas D, E and F, and City of Williams Lake. The goal is to disperse funds across all areas, over time. A map is available on the WLCF website.
3. Applications submitted by WLCF Partners (City of Williams Lake & the Williams Lake First Nation) or for those projects normally within the mandate of a partner or the WL Community Forest are not eligible for funding.

What Type of Projects are Eligible for Funds?

1. The WLCF Community Granting Program will enable applications, directly relevant to the defined local area, for eligible projects from the following areas:
 - a. Economic development focus within or for the local communities
 - b. Recreation structures including trails, signs, kiosks
 - c. Culture and the arts projects as related to forests & forest values
 - d. Education/outreach projects for all age groups
 - e. Capital Improvements
 - f. Other - particularly those related to forest resource values

What are the Granting Levels?

1. Generally, grants will be up to \$5000
2. An extraordinary grant of up to \$10,000 may be provided in rare situations
3. Grants will typically be for 1 year, but may be granted for up to 3 years, if there are distinct deliverables for each year. Reporting requirements are due Dec 1 of the year funded.

What is the Timeline for Grants?

1. October 15th, 2020 - Call for proposals begins
2. December 3rd, 2020- Proposals are due
3. January 29th, 2021– Successful applicants will be notified.



2020 Grant Evaluation Criteria (For Applicant Reference)

The Standing Committee (or subgroup thereof) will evaluate the applications using the scoring system displayed below.

| CRITERIA | | Max Points |
|---------------------|--|-------------------|
| 1. | Project's purpose is clearly explained | 5 |
| 2. | Project reflects the values and goals of community forest | 10 |
| 3. | Focused on one more of the following areas: a. Economic development focus within or for the local community b. Recreation structures such as trails, signs, kiosks. c. Culture and the arts projects within or for the local community d. Capital improvements such as a washhouse, field improvements, etc. e. Education/outreach projects for all age groups but with special focus on youth, field tours, etc. f. Other - particularly those related to forest resource values (no more than 5 points for this focus) | 10 |
| 4. | Project has clearly defined timelines, tangible outcomes, and clear accountability | 5 |
| 5. | Budget is detailed and clearly includes all project components | 10 |
| 6. | Project benefits are clearly described and apply to a 'broad' group of the community | 5 |
| 7. | Proponent has demonstrated past experience in successful delivery of similar project(s) and / or has dedicated partners | 5 |
| TOTAL POINTS | | 50 |
| Bonus 1 | Bonus: Project is not solely dependent on WLCF funds and the application demonstrates additional funds or in-kind partners | 5 |
| Bonus 2 | Bonus: Project is from a geographic area within the defined local area of the community forest which has received a lower ratio of past community grants. | 5 |
| TOTAL POINTS | | 50 |

Note: Please also complete and submit the budget template, provided separately.

| Eligible Communities | | |
|-----------------------------|------------|----------------|
| 141 Mile House | Esler | McLeese Lake |
| 150 Mile House | Glendale | Miocene |
| Alkali Lake | Horsefly | Pine Valley |
| Big Lake Ranch | Hydraulic | Quesnel Forks |
| Black Creek | Keithley | Soda Creek |
| Commodore Heights | Creek | South Lakeside |
| | Likely | Springhouse |
| Dog Creek | Macalister | Sugarcane |
| Dugan Lake | Marguerite | Williams Lake |

- Projects should be completed and a final report submitted by December 1st 2021, unless it is a multi-year project. Multi-year projects must submit a status report by Dec 1, 2021 and annually until the project is fully complete.
- Year-end reports need to include a fiscal report on how funds were used, a summary of the project, and a narrative of any ways the project may have deviated from the accepted proposal.
- Throughout the project please allow for photos to be



used on the WLCF Website.

- All successful projects must have submitted the final report prior to being eligible to receive new funding from the WLCF Community Granting program in the subsequent year.

2020 Intake – WLCF Grant Application Form

All applications are to be received by 4pm local time December 3rd, 2020 at either 177 Yorston Street, Williams Lake, BC. V2G 1G6 or at grants@williamslakecommunityforest.com. Please note that if you submit by email, you WILL receive an email reply acknowledging your submission. *If you do NOT receive an email within 24 hours, then please follow up by calling 250-302-2256 to speak with the Granting Coordinator.*

*Please submit Section A, and answer questions B1 to B9, in your **written application**.*

B7 requires submitting the budget – please use the Excel template provided and add to it as needed.

A. Applicant Information

| | | | |
|------------------------------------|--|---|--|
| Name of Organization | | Purpose of Organization | |
| Contact Name | | Contact Phone | |
| Contact's Role in Organization | | Contact Email | |
| Submitted by (if other than above) | | Submitter's Phone/Email (if other than above) | |

B. Please provide the following details in your application.

1. What's the purpose of this project?
2. How is your project related to the Williams Lake Community Forest's Goals and Values?
3. Which of the 6 WLCF focus areas do you feel your project addresses (name whichever you see fit)?
4. What is the project timeline (include key dates for specific phases) including start and completion date? (Project is to be completed within the calendar year, unless it's a multi-year project).
5. What are the project milestones (define how you will measure accomplishments)? How will the applicant evaluate the success of this project?
6. How will this project be managed? Who is accountable? How will this project be maintained or supported after the expenditure of WLCF Grant funds?
7. What's the Total Project Budget? (template is provided) Budget must include:
 - a. Human resource expenditures (costs and in-kind)
 - b. Materials and supplies (costs and in-kind)
 - c. Other expenses, if any
 - d. All funds requested, additional funding leveraged (in-kind and cash)
8. What are the Community Benefits? Who will benefit from this project and which block of the WLCF will be positively affected by your project? (Flatrock, Potato Mountain, or both?)
9. Who are the project partners? (The application may include up to 2 letters of support that include details on their contribution to the project)

