

# INDIVIDUAL GRANT APPLICATION

## SECTION 1

INDIVIDUAL GRANT APPLICANT INFORMATION									
Last Name			First			M.I.		Date	
Street Address					Apartment/Unit #				
City				Prov.		Postal Code			
Phone	(H)		(C)			E-mail			
Are you a citizen of Canada?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work/study in Canada			YES <input type="checkbox"/>	NO <input type="checkbox"/>	
Are you over the age of eighteen (18)?				YES <input type="checkbox"/>	NO <input type="checkbox"/>				
Have you ever received a grant from this foundation?				YES <input type="checkbox"/>	NO <input type="checkbox"/>				
If yes, when and how much?									

PROJECT									
Project Title:									
Project Summary: A brief description of no more than 50 words which the Foundation can use in its promotional and reporting needs									
Project will begin:					Project will finish:				
Amount requested:									

REFERENCES									
<i>Please list two professional references who can attest to the knowledge/experience of the applicant.</i>									
Full Name			Relationship						
Company/School									
Phone	(W)		(H)			(C)			
Address									
Full Name			Relationship						
Company/School									
Phone	(W)		(H)			(C)			
Address									

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**If request is \$500.00 or more, please complete Section 2. All applicants must complete Section 3.**

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## SECTION 2

MANDATORY CHECKLIST FOR APPLICANTS REQUESTING \$500.00 OR MORE.	
<i>Please check items that have been completed. Incomplete applications will not be accepted.</i>	
_____	I have included a resume, maximum 3 pages, focusing on my education, training, experience and body of work relevant to the project.
_____	I have included a project proposal, maximum 3 pages, describing the proposed project. The project has a clearly defined educational benefit or an educational tool for a community of British Columbians. The proposal includes what I hope to accomplish and its significance or contribution to the advancement of Ukrainian language studies, education, history, heritage, literature, culture and the arts in Canada. The proposal provides evidence of the planning and resources necessary to bring this project to completion, including a plan to make the project available to British Columbians.
_____	I have included a project budget. This includes all sources of revenue for the project: the amount requested from the Foundation, the amounts from other grant applications, monies raised through fundraising, and any other sources of revenue such as registration fees, sales, sponsorships, among others. All expenses for the project should be listed. These may include professional fees, equipment or facility rental, printing, distribution or installation costs, licensing and copyright fees, communication or promotional costs, travel and accommodations costs among others. They do not include living allowance or personal remuneration. The Foundation encourages prudent and responsible fiscal planning.
_____	I will send a final project report and financial report within 6 months of completion. This will include a maximum 1-page narrative outlining the background of the project, its purpose, event dates, number of people participating/attending, other partners/funders and I will attach any other relevant information i.e. printed materials, programs, DVDs and CDs.

## SECTION 3

MANDATORY FOR ALL APPLICANTS.	
<i>Please initial each item.</i>	
_____	I have read and understood the eligibility criteria and guidelines for this program.
_____	I have read the assessment criteria of the Ukrainian Studies Foundation of B.C. grants program.
_____	I accept the conditions of this program and agree to abide by the decision of the Ukrainian Studies Foundation of B.C.
_____	I understand that the Ukrainian Studies Foundation of B.C. is subject to the Freedom of Information and Protection of Privacy Act and the above information is protected under the Act.
_____	I confirm that the statements in this application are true. False or misleading information may result in my forfeiting the grant.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Please send applications to:** **Ukrainian Studies Foundation of British Columbia**  
**Suite 101 - 7007 Kerr Street, Vancouver, BC V5S 3E2**

For internal use only:	
Date application received: _____	Date approved: _____
Amount approved: _____	Date final report received: _____

# INDIVIDUAL GRANT APPLICATION

## PROJECT BUDGET SHEET

NOTE: APPLICANT MAY USE THIS FORM OR CREATE THEIR OWN BUDGET SHEET.

### EXPENSES:

_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____

**TOTAL BUDGETED EXPENSES** \$ \_\_\_\_\_

Notes: \_\_\_\_\_  
\_\_\_\_\_

### REVENUE SOURCES:

_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____

**TOTAL BUDGETED REVENUE** \$ \_\_\_\_\_

Notes: \_\_\_\_\_  
\_\_\_\_\_

**Submitted By:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Dated:** \_\_\_\_\_