



LINKING A WORLD OF OPPORTUNITY

Community Investment Fund

Proposal submissions will be accepted between the dates of January 14th to February 14th, 2015.

The Prince Rupert Port Authority (PRPA) has established a Community Investment Fund to provide financial support for projects or initiatives in the Prince Rupert area that enhance quality of life or contribute to a lasting legacy.

The Fund is reflective of the PRPA's triple bottom line approach to measuring the success of its endeavors – namely economic, social and environmental stewardship. All Projects or Initiatives that are broad, community-based and have a meaningful and wide reaching impact in the Prince Rupert area will be considered.

To be eligible, applicants/project proponents must be located in the Prince Rupert area.

To apply, please complete the online application below.

Contact Information

Legal name of Organization:

Mailing Address:

Location of proposed project if different from the mailing address:

Contact Person/s:

Phone number/s:

Email:

Web site:

Society number:

Introduction

Introduce the project/initiative with the following information: Is it new or existing with plans to enhance and expand? Reasons? Project manager? Experience?

Background Information

Provide a description of your organization - primary function in the community, year of incorporation, membership if any, previous and ongoing projects and a list of the Board of Directors.

Project Overview

Provide a description (2 or 3 pages) of your project. Include the objective of your project and how success will be measured.

Provide a timeline for your project.

Describe how you will ensure that the project is implemented according to your plan.

Eligibility Requirements

Describe the tangible, long term benefits that your project will provide to the community. Include annual usage of the facility and/or space.

Describe how your project has broad, demonstrated community support. Provide at least 3 letters of support from one of the following: Not-for-profit community organization, municipalities, First Nation community and/or Band office with a BCR.

Describe how your project leverages with other private and/or public funding. Include names of other funding partners and contact information.

Describe how your project is environmentally sound.

Preferred Initiatives

Describe how your project **improves and enhances the quality** of cultural, educational, health and welfare and civic aspects of life in the Prince Rupert area.

Describe how your project **satisfies an on-going or long-term community need** in the areas of culture, education, health and welfare and civic activities.

Describe how your project **contributes to specific infrastructure projects or programs** related to the cultural, educational, health and welfare and civic aspects of life in the Prince Rupert area.

Describe how your project contributes to a lasting legacy or will have sufficient on-going benefits to the Prince Rupert area.

Funding

List your funding partners. Identify those who are confirmed and those who are pending.

Provide a budget for your project, including in-kind contributions. Your budget will include the following: Revenues and Expenses for the project.

Describe and provide a break-down of how funding from the Community Investment Fund will be used. Example: Lumber, gravel, other material.

Attachments

Provide letters of support for your project from members and organizations within the community.

For further information please contact:

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