

Capital Project Grant Application Tutorial

Updated May 2024

This document provides instructions and tips on the completion of the Capital Project grant online application. Before you start, review this document along with the Capital Project grant Pre-application Checklist. These documents will provide you with an understanding of what information is required to complete the application.

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Information to know before starting your application

Before starting a Community Gaming Grant application, familiarize yourself with important related information, including: eligibility criteria; grant amounts and conditions; application periods and timelines; and more. We also recommend that you prepare for your application by reviewing the pre-application checklist for the Regular Form application.

The information and resources mentioned above are available on the Community Gaming Grants page (https://www2.gov.bc.ca/gov/content/sports-culture/gambling-fundraising/gaming-grants).

Important information on completing your online application:



- The online application must be completed and submitted in one sitting, as the system will time out after approximately 60 minutes. If the system times out, attempting to submit the application may result in an error, and the information entered into the online application may be lost.
- Most applicants will be able to complete their application in 30 60 minutes.
- Do not click the back button or refresh button in your web browser while completing your application.
- Make sure that any supporting documents you attach are in one of the following formats: .doc, .docx, .xls, .xlsx, .pdf, or .jpg.
 - Each attachment should have a file extension matching one of the above; attachments with other formats are not accepted and may cause errors.
- Do not copy and paste from other documents into the application fields.
- Application fields that allow for multiple lines of text have a limit of 4,000 characters, including spaces and punctuation.

Navigating Online Service to start an application

You can start a Community Gaming Grant application by visiting the Branch website at: <u>https://www2.gov.bc.ca/gov/content/sports-culture/gambling-fundraising</u>

1. To start your application, click the "Online Service" link.



This will take you to the Gaming Online Service page. Click the "Launch Online Service" button.





3. Click "DPAC, PAC or Capital Project Grants" on the Online Service web page.

Apply Online	Online Service	Preparing to Apply
Community Gaming Grants	A The Gaming Online Service will be unavailable due to	Please prepare for your grant.
DPAC, PAC or Capital Project Grants	scheduled maintenance from Friday, January 13 at 7:30 PM to Sunday, January 15 at 000 AM	licence or Gaming Worker application before you start:
Gaming Licences	Effective February 1, 2023, the Gaming Online Service system	- Pro Application Information (
Special Approvals	will be updated to require the minimum 10-week (Class A & C)	Gaming Grants
Gaming Worker Registration	and 10 business day (Class B & D) processing time for Licensing	Application Submission Guid
Horse Racing Registration	charitable event applications as per the Licensed Charitable Gaming Rules.	Forms and Resources for Charitable Gaming Event Licences
View Application	Welcome!	 Pre-Application Information f Gaming Workers
Submit Gaming Event Revenue Report	Use the left hand navigation bar to start an online application or to select another service option. An overview of the options is provided below. If you have a	 Pre-Application Information f Horse Racing
View Registry Reports	Business BCeID that has been registered for use with the Gaming Online Service,	
Report Wrongdoing (Public)	scroll to the bottom of this page to <u>Additional Services for Organizations with a</u> <u>BCeID</u> .	Contact Information
Report Wrongdoing (Gaming Worker)	Learn more:	Contact the Gaming Policy and
	= Apply Online	cuestions about gambling in B
	View Application Status Reports	questions about gameing in a
	Submit Gaming Event Revenue Report (GERR)	 <u>Contact Us</u>
	View Registry Reports	
	Report Wrongdoing	



Selecting your organization to start an application

- 1. Search for your organization by name or L+G file number. Enter your organization name or L+G number and click "Search". Select your organization.
 - For return applicants, the L+G file number is unique to your organization, so it is advised you search by entering the L+G number first. If you do not know your L&G file number, please make every effort to find your organization's name in our system, to avoid creating a duplicate account.
- 2. See the text above the search box for important tips on how to search for your organization by name.
- If you are unable to find your organization in our system, click "Create a New Organization" (see <u>How to add new organization information</u> for additional instructions). If you are able to locate and select your organization, proceed to <u>Review organization information and launch</u> <u>application</u>.





How to add new organization information

- 1. Add your organization's name.
- 2. Add the address for your organization.
- 3. Add your organization details.
- 4. Click "Save".

Once you have created a New Organization, please proceed to <u>Review organization information and</u> <u>launch application</u>.

Note: Only complete this step if you cannot locate your organization in our system.

Return Applicants - Review organization information and launch application

- 1. Review your general organization information. If changes are required, you will have an opportunity to update the information in the application.
- Ensure that the organization's information is accurate. If you have selected the wrong organization, navigate back to the search screen. To do this, click "Search for Organization" in the left-hand navigation bar.
- 3. If you have selected the correct organization or have created a new organization, you may start an application by clicking "Apply for a Capital Projects Grant".





Organization information

All fields with an asterisk* are mandatory fields.

- 1. Review your organization information details.
- Update your organization information (if applicable). If the organization information (e.g., organization name, address, etc.) is incorrect or if there have been other organization changes (e.g., change to fiscal year end date, etc.), please input the updated information into the text box below. This information will be reviewed and updated by the Community Gaming Grants Branch when your application is processed (max. 4,000 characters). For return applicants only.

	Service (GOS)					
Create Applica	ition - Capital	Project Gra	ant		Не	lp 🌘
GBC ID: 71602	1	te	st test test			
Organization I	Information					
Organization						
Name: test test test						
Addresses						
Address Type: Physical	Effective Date: 11-Mar-2022	Address: test, Alexis C	reek, British Colur	mbia, Canada, G4G	3 4G4	
Organization D	etails					
BC society numb	er:					
On what date die	d your organizati	on start opera	ting (approxima	ite)?:		
Fiscal year-end ((month / day):					
0	farmaking Ol					
Organization In If you see somethi address, etc.) or if may type your cha This information w Gaming Grants Bra (Maximum 4000 cl	nformation Chain ing that is incorrect f there have been or anges into the follow vill be reviewed and anch. haracters.)	nges t in the organization wing box or atta I updated when	ation information a on changes, provid sch related electro your application is	sbove (e.g. organiz de updated informa nic documents und s received by the C	ation name, ition below. You Jerneath the box. Community	
Organization I If you see somethi address, etc.) or if may type your cha This information w Gaming Grants Brz (Maximum 4000 cl	nformation Chai ing that is incorrect f there have been o anges into the follor ill be reviewed and anch. haracters.)	nges t in the organizi other organizati wing box or atta l updated when ubout organizati	ation information a on changes, provid ach related electro your application is on changes by att	above (e.g. organiz de updated informa nic documents und s received by the C	ation name, ation below. You derneath the box. community ocuments, you	//
Organization In If you see somethi address, etc.) or if may type your cha This information w Gaming Grants Bra (Maximum 4000 cl (Maximum 4000 cl If you prefer to pro can do so below (e Choose File No	nformation Chai ing that is incorrec f there have been c anges into the follor vill be reviewed and anch. haracters.)	nges t in the organizati wing box or atta I updated when bout organizati pecial resolution	ation information a on changes, provid ach related electro your application is on changes by att is, etc.).	above (e.g. organiz de updated informa nic documents und s received by the C aching electronic d ed include: jpg, do	ation name, ation below. You Jerneath the box. community ocuments, you κ, docx, xls, xlsx, pd	// //



Provide information about your organization

Ensure that all required fields marked with an asterisk are complete.

Sector Details
* Sector:
Arts and Culture
 * Does your organization self-identify as an Indigenous not-for-profit? No Yes
* Does your organization limit access to any of its programs, services or facilities for any individuals or identifiable group? (If yes, the reason for the limitation must be explained in the relevant program or project description).
are open and accessible to people regardless of their sexual orientation, gender identity and gender expression (LGBTQ2S+); sex; age; ability; race; ethnicity; culture; religion; language; education; income; or, geography, except in instances where the exclusion of some individual or identifiable group is required for another individual or identifiable group to be effectively served. No Yes
Organization Programming
If applicable, applicants may provide a description of programming delivered by their organization that includes key information, including the size and scope of the program, length of time the program has been in operation, as well as how the program operates and who it benefits. Please see section 4.4 of the Community Gaming Grant Guidelines for more information on program descriptions.
The applicant may provide a program description previously used for a Community Gaming Grant application, or new/modified program description that describes on-going programming may be provided.
You may enter this information here in the following field (up to 4,000 characters long), or you may attach a document that provides this information. Click the Choose File button to attach a document.
•
Choose File No file chosen Add Formats accepted include: jpg, doc, docx, xls, xlsx, pdf.
Attached Document(s):



Constitution and Bylaws
Please attach a copy of your organization's most recent Constitution and Bylaws. If you have provided the most recent copy of your Constitution and Bylaws as part of a previous application for a Community Gaming Grant within the last 2 years, you do not need to submit it again here.
Choose File No file chosen Add Formats accepted include: jpg, doc, docx, xls, xlsx, pdf.
Attached Document(s): <u>certified copy of constitution alteration.pdf</u>
Membership and Governance Structure
* # of eligible voting members: * # of board members: 183 9
Board of Directors
* Please attach your Board of Directors list, including their names, positions on the board, home addresses (primary residence), email addresses and phone numbers.
Choose File No file chosen Add Formats accepted include: jpg, doc, docx, xls, xlsx, pdf.
Attached Document(s): <u>biv board members contacts.docx</u>
Annual General Meeting Details
* Date of last Annual General Meeting: (DD-Mon-YYYY) 24-Nov-2022
 Number of voting members that attended last Annual General Meeting: 8
Attach minutes from the last Annual General Meeting, providing evidence that a democratic election of the Board occurred. If elections were not held at the Annual General Meeting, please attach the minutes from the meeting at which the Board of Directors was elected. * Please submit a copy of the minutes from the last Annual General Meeting. Choose File No file chosen Add Formats accepted include: jpg, doc, docx, xls, xlsx, pdf.
Attached Document(s): <u>2022 agm.pdf</u>





Organization Financial Statements and Budgets

You must submit complete financial statements (with accompanying notes) for your organization. Internally restricted funds — including the date they were approved by the board — should be noted in the financial statements and the accompanying board minutes. Note: If an organization's fiscal year recently ended and the year-end financial statements are not yet finalized (e.g. being prepared by an accountant), please submit draft or internally prepared financial statements. At a minimum, you must include the following:

- · Revenue and expense statements for the previous fiscal year;
- · Balance sheet for the previous fiscal year;
- · Budget for the current fiscal year; and
- Supplemental documents relating to restricted funds (if applicable), such as minutes from the board
 meeting where the motion was passed to restrict the funds.

* Please attach your organization's Financial Statements and Budgets

Choose File No file chosen Ad	Formats accepted include: jpg, doc, docx, xls, xlsx, pdf.
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Attached Document(s):

2022 financial statement.pdf

Gaming Account

In order to receive a Community Gaming Grant, your organization must have a separate Gaming Account held in British Columbia and obtain cheques for this account, which are imprinted with the organization's full name and the words "Gaming Account". New applicants must open their Gaming Account and obtain cheques before applying.

You are required to submit a copy of a void cheque for the Gaming Account. Direct deposit/Authorization forms cannot be accepted. If the application is approved, grant funds will be transferred electronically to this account.

Please attach a scanned copy of a void cheque from your gaming account. Direct deposit forms will not be accepted. If you already have a gaming account on file that is unchanged, you do not need to submit another one here.

Choose File No file chosen

Add Formats accepted include: jpg, doc, docx, xls, xlsx, pdf.

Attached Document(s):



Provide information about your organization's project

Provide detailed information about your organization's project.

			-	
Proi	iect	Inf	form	nation
		_		

Alignment with Sector Objectives
* Project Name:
* Project Type:
Acquisition V
* Project Description:
Provide a brief description of your proposed capital project and the reason why you are pursuing it.
If an attachment is required, please use the option below, Attached documents should not exceed 1-2 pages in
length.
Choose File No file chosen Add Formats accepted include: jpg, doc, docx, xls, xlsx, pdf.
Attached Document(s):
Active bocamences,
* Community Benefit:
Describe how the project will benefit the community by addressing a community-identified need or priority and will
enhance the well-being of individuals in the community. Please provide information on programming that will use or
benefit from the project. See the Capital Sector Guide for information on highlighting the community benefit in this section.
▼
11
The standard is continued along the state below. Associated destruction benefit as a standard 1, 2 areas in
Ir an attachment is required, please use the option below. Attached documents should not exceed 1-3 pages in length.
Choose File No file chosen Add Formats accepted include: jpg, doc, docx, xls, xlsx, pdf.
Attached Document(s):
* Dublic Technicscore
Tell us how the project and its associated programming will be open and accessible to people of all ages, abilities,
sexual orientation, gender identity and expression (LGBTQ2S+), ethnicities, cultural backgrounds, religions,
languages, under-represented communities and socio-economic conditions, except in instances where the exclusion
or some identifiable group is required for another identifiable group to be effectively targeted.
\checkmark
If an attachment is required, please use the option below. Attached documents should not exceed 1-2 pages in length
Choose File No file chosen Add Formats accepted include: jpg, doc, docx, xls, xlsx, pdf.
Attached Document(s):



Project Feasibility

 Project Timeline: Provide a detailed project timeline, includin Project start and completion dates; Dependencies or relationships betwee Dates for major milestones. 	ng: en project tasks; and
NOTE: Capital Project Grant funds must be in writing by the Community Gaming Grant funding.	e fully disbursed within 36 months of receipt, unless otherwise approved ts Branch. The project must have started within 12 months of receipt of
Choose File No file chosen	Add Formats accepted include. jpg, doc, docx, xis, xisx, pur.
Attached Document(s): • gdm_project_feasibility.docx	
* Project Start Date (DD-MMM-YYYY): 01-Dec-2023	* Project End Date (DD-MMM-YYYY): 16-Feb-2024
* Risk Management Please attach a risk management plan for y conditions that may impact your project, a the proposed management/mitigation strat to the project and not to the organization a Choose File No file chosen	your project (in table format). In this plan identify any events or nd rate the likelihood of each occurring as high, medium or low. Identify tegy for each potential risk. The risk management plan must be specific as a whole. Add Formats accepted include: jpg, doc, docx, xls, xlsx, pdf.
* Appropriate Approvals List any approvals and permits required to take to obtain them. If no permits or appro	complete work on the project and the steps your organization plans to ovals are required, please use this space to explain why.
If an attachment is required, please use th length.	e option below. Attached documents should not exceed 1-2 pages in
Choose File No file chosen	Add Formats accepted include: jpg, doc, docx, xls, xlsx, pdf.
Attached Document(s):	
* Ongoing, Long-term Operational Vial Provide an asset management plan that de maintain the project/asset/acquisition (i.e. resources, etc.).	bility escribes your organization's long-term plan to operate, manage and multi-year budget and revenue source, maintenance schedule, required
I If an attachment is required, please use th	e option below. Attached documents should not exceed 1-2 pages in
Choose File No file chosen	Add Formats accepted include: jpg, doc, docx, xls, xlsx, pdf.



Financial Considerations

* Project Cost:

Provide the total estimated cost of your project. To be eligible for this grant the total estimated cost of the project must be between \$20,000 and \$1,250,000. Please use whole numbers without commas or decimals (e.g. 20000). \$ 69444

* Project Budget:

Attach the project budget and any accompanying notes. Within the budget, identify all sources of revenue,anticipated expenses, financial assumptions (e.g. time required to complete the project, forecasted income andexpenses) and the contingencies to offset any unforeseen events or circumstances that might impact the budget.Choose FileNo file chosenAddFormats accepted include: jpg, doc, docx, xls, xlsx, pdf.

Attached Document(s):

• 2022 25 gdm budget.docx

* Quotes

Attach one or more recent quotes to complete the project. Preference will be given to applicants that attach at least two quotes that are accurate at the time of application. If a sole source provider is the only option, please explain why.

Choose File No file chosen

Add	Formats	accepted	include:	jpg,	doc,	docx,	xls,	xlsx, p	odf.
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Attached Document(s):

- screen shot 2023-06-21 at 12.49.48 pm.jpg
- screen shot 2023-06-21 at 12.50.10 pm.jpg

* Requested Grant Amount

What level of grant funding are you requesting for your project? Please use whole numbers without commas or decimals (e.g. 20000).

\$ 34440

The total amount requested must be between 20 and 50 per cent of the total estimated project cost. The requested amount may not exceed \$250,000. Please note that priority will be given where the requested amount is a significant portion of the total project cost.

* Use of Grant Funds

Provide a list of expenses detailing what the capital project grant funds will be used for. **Note**: Do not provide another copy of the budget here; a specific list of what the grant funds will be used for is required.

Choose File No file chosen

Add Formats accepted include: jpg, doc, docx, xls, xlsx, pdf.

Attached Document(s): • use of grant funds.docx

Community Gaming Grants Branch



* Matching Funds The applicant must demonstrate that matching funds are secured and available for immediate use when applying for a Capital Project Grant. The matching funds contribution must equal or exceed the level of capital project funding requested.
Tangible in-kind contributions, such as donated equipment and materials, will be considered as matching funds. Land, discounts on products, and intangible in-kind support, such as volunteer time, donated labour or services will not be accepted as matching funds. Confirmed conditional agreements will be accepted; vague or unclear commitments will not be considered. Please refer to Section 5.1 of the Capital Projects Grant Guidelines for more information on supporting documentation required for matching funds.
Upload separate documentation to confirm each source of matching funds listed in this section. Documentation must clearly state the source and amount of each entry and indicate if funds are confirmed or not. The Branch will use the documentation attached in this section to assess your matching funds. Add a new row for each source of matching funding. Please use whole numbers without commas or decimals (e.g. 20000).
Funding Type Source of Funds Amount Confirmed Savings \$ 35000
Please attach documentation that verifies your matching funds. Choose File No file chosen Add Formats accepted include: jpg, doc, docx, xls, xlsx, pdf.
Attached Document(s): • general meeting june 5th 2023.docx



State of Title or Licence to Occupy * Provide the address for the project location (Street Address, City, Province, Postal Code or PO Box) * The project is located on: Not applicable to my Acquisition or Repatriation Project ~ Please attach the appropriate documentation to support your chosen project location (see notes below for details). Choose File No file chosen Add Formats accepted include: jpg, doc, docx, xls, xlsx, pdf. Attached Document(s): PLEASE NOTE: • If the project is located on land that is owned by the applicant: · The applicant must provide a certificate of title that indicates the name of the applicant and the legal description of the land or facility. Alternatively, the most recent BC Property Assessment for the land or facility that includes the name of the applicant is also acceptable. • If the project is located on land that is leased to the organization on a long-term basis: · The applicant must provide a recent document of permission for the project to proceed from the owner of the land or facility. The document of permission must be dated and signed by the owner and reference the specific project and the specific property described in the application. · A signed copy of the lease is required. The term of the lease must demonstrate that the applicant is in control of the land or facility for a minimum of 10 years from the date of the application. • If the signed copy of the lease is for a term less than 10 years, a letter of commitment signed by the owner and the applicant is required that demonstrates a firm commitment to renew the lease for an additional term. The lease and the letter of commitment must demonstrate the applicant is in control of the land or facility for a minimum of 10 years from the date of the application. Letters should be recent (signed and dated within 6 months at the time of application). If the project is located on public land: · Provide a document that authoritatively demonstrates that the applicant has the authority to proceed and will be in management and control of the resulting asset for a minimum of 10 years from the date of the application. · Letters of support are not sufficient. The document must demonstrate that a final and irrevocable approval to proceed with the specific project has been granted to the applicant from the controlling body (e.g. minutes of council meeting showing motion and approval, letter dated and signed by the authority for the land or facility that references the specific project and the specific property described in the application). Letters should be recent (signed and dated within 6 months at the time of application). • If an acquisition or repatriation project requires permission from a landowner to proceed (e.g., installation of an acquisition into a facility or publicly owned asset), the applicant must demonstrate the above conditions are met.

Special Project Features

Added Value

Describe how the project includes climate action or energy-efficient features that will reduce the organization's greenhouse gas emissions, lower the organization's long-term operational expenses, such as heating/cooling costs, etc. and/or improve the use of the organization's human and/or technological resources (e.g. reduced resource consumption).

This newer vehicle will emit less emitions and be more efficient on gas

Additional Information

 Please attach any additional relevant documents and information that you have not already attached in a previous section.

 Please note: Applicants will not be contacted for missing or unclear documents.

 Choose File
 No file chosen

 Add
 Formats accepted include: jpg, doc, docx, xls, xlsx, pdf.

Attached Document(s):



Submission information - Officers responsible for the application

Once you have entered information for all programs for which funding is requested, enter contact information for the officers responsible for the application.

- 1. Click the "Add Person" button for each officer responsible, submitter or contact you wish to include.
- 2. You can remove an officer, submitter, or contact by clicking the "Delete Row" button (looks like a garbage can).
- 3. Provide names and contact information for the people from your organization who are responsible for this application.

You must include contact information for the following:

- Two (2) officers / board members of your organization who are responsible for the application.
- One (1) submitter (an officer may be the submitter).
- One (1) contact person (an officer may be the contact person).

Provide names and application. Here's • Two (2) office • One (1) subn • One (1) conta	I contact information for people fro what we need from you: ers / board members of your organ nitter (an officer may be the submi act person (an officer may be the c	m your organization who are responsible for this ization who are responsible for the application. tter). contact person).
Officers Respons	ible for the Application:	
* Position:	* First name: * Last nar	me: Officer: Submitter: Contact:
* City:	Province: British Columbia	* Postal code:
* Business phone:	Ext: * Home phone:	Cell phone:
Email:		
Add Person	J	

Delivery method

1. Enter two email addresses to receive notifications and grant application results. At least one email provided must be for the Board President/Chair or equivalent position.

1	Delivery Method
	Your application results will be delivered via email. Please enter two email addresses below for notification.
	Board President/Chair or equivalent email (pne address only, e.g. john.doe@example.com) Alternative Contact email (pne address only, e.g. john.doe@example.com) Ensure that your email is set up to allow messages that are sent from the Community Gaming Grants Branch.



Terms and conditions

1

- 1. Review the terms and conditions.
- 2. Click the checkbox to indicate your agreement to the Terms and Conditions.
- 3. Click the "Submit" button to submit your application.



Application submission confirmation

- 1. Make a note of your application ID number.
- 2. Review the PDF application summary and save a copy for future reference.

Application Submitted - Commun

Web Confirmation 1 Application ID: 1190597 Application Summary: Open application summary PDF in new tab / window Branch: Community Gaming Grants Branch Thank you for your application. Please open and save the "Application Summary" (see link above) so you can refer to it later. The application summary may open in a new tab or a new window depending on your web browser. If you want to view this page again after viewing the application summary, be careful to close only the tab or window associated with the summary. Emailing supporting documents (only required if "Email" was chosen for any supporting documents): If you indicated in your application that you will "email" specific supporting documents, please send only those documents (you do not need to send this Application Confirmation and Summary or any other documents). Be sure to indicate your organization name and Licencing & Gaming (L&G) file number (if available), as well as the application ID. The required supporting documentation must be received by the Branch by email within two weeks of the date the application may not be considered. E-mail: CommunityGamingGrants@gov.bc.ca Notification Emails Please make your email is set to allow messages sent from the Community Gaming Grants Branch about your	GBC ID: 131897	GPEB Test		
Application ID: 1190597 Application Summary: Open application summary PDF in new tab / window Branch: Community Gaming Grants Branch Thank you for your application. Please open and save the "Application Summary" (see link above) so you can refer to it later. The application summary may open in a new tab or a new window depending on your web browser. If you want to view this page again after viewing the application summary, be careful to close only the tab or window associated with the summary. Emailing supporting documents (only required if "Email" was chosen for any supporting documents): If you indicated in your application that you will "email" specific supporting documents, please send only those documents (you do not need to send this Application Confirmation and Summary or any other documents). Be sure to indicate your organization name and Licencing & Gaming (L&G) file number (if available), as well as the application ton. The required supporting documented to must be considered. E-mail: CommunityGamingGrants@gov.bc.ca Notification Emails Please make ure your email is set to allow message sent from the Community Gaming Grapts Branch about your	Web Confirmation			
Application Summary: Open application summary PDF in new tab / window 2 Branch: Community Gaming Grants Branch 2 Thank you for your application. Please open and save the "Application Summary" (see link above) so you can refer to it later. The application summary may open in a new tab or a new window depending on your web browser. If you want to view this page again after viewing the application summary, be careful to close only the tab or window associated with the summary. Emailing supporting documents (only required if "Email" was chosen for any supporting documents): If you indicated in your application that you will "email" specific supporting documents, please send only those documents (you do not need to send this Application Confirmation and Summary or any other documents). Be sure to indicate your organization name and Licencing & Gaming (L&G) file number (if available), as well as the application ID. The required supporting documentabe received by the Branch by email within two weeks of the date the application may not be considered. E-mail: CommunityGamingGrants@gov.bc.ca Notification Emails Please make ure your email is set to allow message sent from the Community Gaming Grapts Branch about your	Application ID:	1190597		
Branch: Community Gaming Grants Branch Thank you for your application. Please open and save the "Application Summary" (see link above) so you can refer to it later. The application summary may open in a new tab or a new window depending on your web browser. If you want to view this page again after viewing the application summary, be careful to close only the tab or window associated with the summary. Emailing supporting documents (only required if "Email" was chosen for any supporting documents): If you indicated in your application that you will "email" specific supporting documents, please send only those documents (you do not need to send this Application Confirmation and Summary or any other documents). Be sure to indicate your organization name and Licencing & Gaming (L&G) file number (if available), as well as the application was subporting documentad supporting documents are not received within the two-week timeframe, the application may not be considered. E-mail: CommunityGrants@gov.bc.ca Notification Emails Please make ure your email is set to allow message sent from the Community Gaming Grants Branch about your	Application Summary:	Open application summary PDF in new tab / window 2)		
Thank you for your application. Please open and save the "Application Summary" (see link above) so you can refer to it later. The application summary may open in a new tab or a new window depending on your web browser. If you want to view this page again after viewing the application summary, be careful to close only the tab or window associated with the summary. Emailing supporting documents (only required if "Email" was chosen for any supporting documents): If you indicated in your application that you will "email" specific supporting documents, please send only those documents (you do not need to send this Application Confirmation and Summary or any other documents). Be sure to indicate your organization name and Licencing & Gaming (L&G) file number (if available), as well as the application ID. The required supporting documents in must be received by the Branch by eail within two weeks of the date the application may not be considered. E-mail: CommunityGamingGrants@gov.bc.ca Notification Emails Please make ure your email is set to allow messanes sent from the Community Gaming Grapts Branch about your	Branch:	Community Gaming Grants Branch		
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Contact information

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