



**Ministry of Forests, Lands, Natural Resource Operations
and Rural Development**

Rural Dividend Program

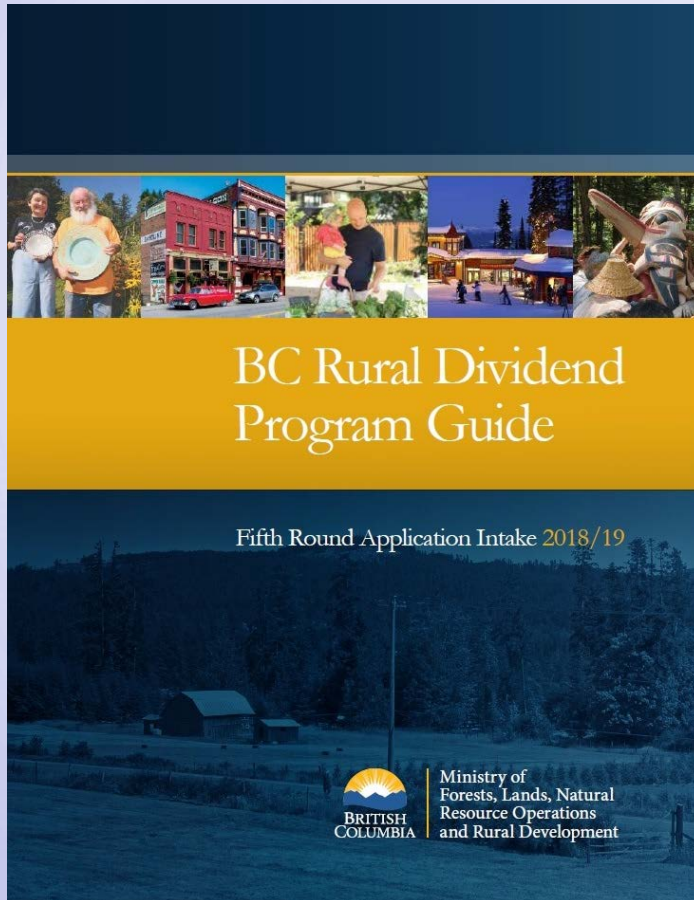
**Online Application Form and Advice for Strong
Applications**

Tuesday July 17th, 2018

Prepared by: Rural Policy and Programs



Rural Dividend Fifth Intake



- Applications will be accepted until midnight PDT on July 31, 2018
- This is the only application window for 2018-19
- www.gov.bc.ca/ruraldividend



Accessing the Online Application Form

The screenshot shows a web browser window with the URL <https://grantstream.com/RuralDividend/form/default/en/>. The page features the British Columbia logo and a navigation menu with options: [Login](#), [Overview](#), [Organization](#), [Details](#), [Budget](#), [Documents](#), and [Review](#). The main content area is divided into two sections: "Welcome" and "Already started?".

Welcome

Welcome to our online application form. Before you begin, you may click on the "User guide" above to see some tips and FAQs on completing the form.

▶ [Begin a new application](#)

Already started?

If you have already started an application and wish to continue where you left off, enter your login credentials below.

Login ID:

Password:

▶ [Resume a saved application](#)

<https://grantstream.com/RuralDividend/form/default/en/>



Filling Out the Application Form

Will the project directly create any additional jobs?
- Specify -

Describe potential indirect employment (not in the project itself) created as a result of the project.

Does the project increase or provide economic opportunities for youth?
- Specify -

Describe the successful outcome(s) for the project: [Learn more about outcomes and indicators.](#)
To enter more than one outcome, use the "Add another outcome" link.

What is a predicted outcome for this initiative? [Remove](#)

What measurable indicator(s) will determine that you have been successful in achieving the above-described outcome?

[Add another outcome](#)

Does the community/communities in which the project will be implemented have a current community and/or economic development plan?



Filling Out the Application Form – Key Focus Areas

- **Project Description** - Keep it project -specific
- **Community Need** - Describe the need and demonstrate how the project will address it
- **Community Support and Community Plan** - Provide evidence
- **Outcomes and Indicators** - Measurable and achievable
- **Timelines and Sustainability** - Be reasonable and align with project components



Ministry of Forests, Lands, Natural Resource Operations and Rural Development

Filling Out the Budget Form – Section 2. Project Costs

2. Project Costs

Provide a detailed breakdown of costs related to project implementation. Totals will be auto-calculated and used in later calculations.

Category	Description of Cost (REQUIRED) (maximum 250 characters)	Costs	Funding
Salary and Wages Provide the following information in the description of cost: * job title * wage rate * number of hours or months of employment * if position is existing or is for a new hire	Project Manager, \$30/hr, 12 months, New Hire	\$ 60,000	Rural Dividend
	Sub-total		\$ 60,000
Consulting and Professional Fees Provide the following information in the description of cost: * description of the service * name of the consultant / professional providing the service (if known) * length of the contract (may be an estimate)	Architect Drawings, Super Architects Inc, 3 months	\$ 50,000	Other
	Sub-total		\$ 50,000



Filling Out the Budget Form – Section 3. Project Funding

3. Project Funding

Section 3A: Rural Dividend Funding Request

		Amount \$	% of Total Cost
Rural Dividend Funding Request	Auto-Calculated from Section 2. Project Costs	\$ 50,000	38.5%

Section 3B: Applicant Contribution (Required for Single Applicant & Partnerships)

	Description (REQUIRED) List all source(s) for applicant contribution (ex. reserve funds, partner name, development trust, etc.) (maximum 250 characters)	Verified (Y/N)	Amount \$	% of Total Cost	
Applicant Financial Contribution	Own funds from ABC Not-for-Profit Organization	Yes	\$ 15,000	11.5%	
				0.0%	
				0.0%	
				0.0%	
				10.0%	
In-Kind Portion of Contribution			Auto-Calculated from Section 2. Project Costs	\$ 13,000	10.0%
			Sub-total	\$ 28,000	21.5%

Section 3C: Project Funding (List the remaining source(s) of all contributions to demonstrate how the project will be funded)

	Additional In-Kind Contributions The remaining amount of in-kind contributions that cannot be applied towards the applicant contribution	Amount \$	% of Total Cost
In-Kind Contribution	Auto-Calculated from Section 2. Project Costs	\$ 2,000	1.5%
	Sub-total	\$ 2,000	1.5%



Ministry of Forests, Lands, Natural Resource Operations and Rural Development

Filling Out the Budget Form – Section 4. Summary

4. Summary of Project Costs and Project Funding

Project Costs	Amount \$	% of Total Cost
Salary and Wages	\$ 75,000	57.7%
Consulting and Professional Fees	\$ 55,000	42.3%
Travel and Meetings	\$ -	0.0%
Training	\$ -	0.0%
Marketing and Promotion	\$ -	0.0%
Equipment, Capital, and Supplies	\$ -	0.0%
Infrastructure	\$ -	0.0%
Other Costs	\$ -	0.0%
	\$ 130,000	100.0%

Project Funding	Amount \$	% of Total Cost
Rural Dividend Funding	\$ 50,000	38.5%
Applicant Contribution	\$ 28,000	21.5%
Additional In-Kind Contribution	\$ 2,000	1.5%
Other Government Funding	\$ -	0.0%
Other Funding	\$ 50,000	38.5%
	\$ 130,000	100.0%



Application Review and Assessment



What do we look for?

- Well developed projects with coherent components
- Clear and concise responses
- Use of project-specific detail and examples
- Consistent information



Support for Applicants



- Program office: 250-356-7950
- ruraldividend@gov.bc.ca



Ministry of **Forests, Lands, Natural Resource Operations**
and **Rural Development**

Questions?

