



**Grant Application for BC Naturalists' Foundation and
BC Nature's annual club support grant
Deadline: January 31, 2026 – 5:00 pm. PST**

*Email applications to BC Nature office at Info@bcnature.ca
(in subject line: BC Naturalists' Foundation Club Support Grant
Instructions at the end of this application)*

The BC Naturalists' Foundation contributes funds to BC Nature for club support grants.

Application Criteria

1. Grants are given to federated BC Nature clubs for their own projects.
2. Grant maximum is \$3000
3. All requests for Club Support grants must receive your club's board approval prior to submission.
4. Maximum of three-years of funding for any given project.
5. Applicant contributions to the project are an asset to your application.
These can include:
 - Club in-kind volunteer contribution
 - Community and/or other cash contributions
 - Club cash contribution (recommended)
 - Monetary or other in-kind contributions from outside your club

2026: This years application is fully fillable - please download to your device. After completion, save to your device. Please make sure that the budget is fully filled in - "save as" to your device with your club name initials i.e. 2026 WRSN Club Support.

After completing the application, gather up this form and any attachments you may wish to send and email all documents via email to info@bcnature.ca (as attachments)

If you have any questions regarding filling in this application please email: Foundation@bcnature.ca

General Project and Application Information

1. **Date of application:**
2. **Applicant:** Name of club, Registered Charity #, Mailing Address. Clubs without Registered Charity status will need to sign a funding agreement form with BC Nature if their application is approved.

Name of Club/Organization:

Registered Charity #

Mailing address:

Contact person(s):

Position & contact email & phone # for applicant club:

Name, position & **alternate contact** for applicant club:

3. **Partner(s):** Are there any partners involved in the project or project delivery? These can be registered charities, businesses, or individuals. If yes, please fill in following line.
4. **Title of Project:** Keep it concise and simple. Example: "Outreach, BiobBlitz, Equipment for...."
5. **Total Funding Requested:** Cash amount requested. Grant maximum is \$3000. Honorarium payments will **not** be funded through a Club Support Grant, but hired professional fees and expenses may be considered.
6. **Multi-Year Project(s):** Indicate whether this is a multi-year project. Yes No
 - a) **If yes,** identify which year of the project funding you are applying for, whether you have applied before and when.

b) Indicate if funding from this grant was previously approved for this project. Maximum three sentences. Example: Applying for a grant for year 2 of a 3-year project. Previously applied and approved for year 1.

7. **Project Summary:** Summarize the purpose and objectives of the project. Maximum 3 sentences. Detailed description is to be included in the next section.

Further Project Description

Date approved by club's Board of Directors:

Location(s) of the project:

Proposed methods to be used:

Proposed start date and duration:

Please explain why this project is needed (*if extra space is required - please send as an attachment*)

Community involvement or support for the project: *Partners can again be listed here alongside other stakeholders and involved parties.*

Names and positions or occupations of person(s) who will undertake the project:

Will a club executive or member receive remuneration from the project funding?

Yes ☐ No ☐

If yes, provide details, including name and skills of person(s):

Numbers and types of volunteers anticipated to carry out the project: *A brief description is acceptable but please provide some details. Example: Two outreach educators for June, July, August (in person booths and group field trips), One designer (for brochures and educational materials).*

Community Outreach

a. How does the project relate to the stated objectives of BC Nature? Check:

<https://bcnature.org/mission/>

b. How will the outcome of the project be evaluated and publicized?

c. Will you provide a few photos (high resolution and with photo release) and final report to BC Nature/BC Naturalists' Foundation for publicity purposes? Deadline will Be October 15 or earlier

- d. How will the funding from BC Nature and BC Naturalists' Foundation be acknowledged?

Other

List year and amount of previous grants the club has received from BC Nature and/or the BC Naturalists' Foundation(Complete listing of all Club Support Grants on website)

Any other comments or points not covered in the application:

Project Budget Details

Detail the total budget for the project: *A budget template that is fillable follows on the next pages. Please make sure you fill in the budget items including estimated volunteer contributions and cash contributions from your club. Also include other sources of funding, noting whether the source is confirmed.*

Failure to fill in your budget with details, may cause your project to be denied.

Budget Template for Club Support Grants - Fully Fillable PDF

Name of Applicant (Club):

Name of project:

Total Cost of Project:

Amount Requested from BC Nature & BC
Naturalists' Foundation:

Provide explanation where necessary.

A) EXPENDITURES:

(For items more than 15% of cost or 150.00 -
please specify in notes or add to "other")

	Club Grant Request	Cash From Club	In-kind from club	Other source	Total (cash & in- kind)
Labour:					
Professional					
Contract					
Volunteer (at \$20/hr)					
Labour sub-total:					
Direct Costs:					
Travel					
Accommodation/per diem					
Equipment rental					
Construction/building material (use separate lines for items exceeding greater of \$150 or 5% of total Cost)					
Notes					
Landscaping material & plants					
Other: (specify)					
Total Direct Costs					

	Club Grant Request	Cash from Club	In kind from Club	Other Sources	Totals
Communications:					
Design, lay-out of printed material:					
Printing:					
Web-site design/production:					
Digital media:					
Marketing-publicity :					
Other (specify):					
Communications sub-total:					
Overhead:					
Insurance:					
Rental space:					
Office supplies:					
Administration:					
Other (specify):					
Overhead sub-total:					
Project Total: (did you remember to include GST & PST?)					

B) RECAP OF ALL SOURCES OF FUNDS:

Club Grant request	Cash from club	In-kind from club	Other source	Total Cost (cash & in-kind)
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List each separate source of funds, whether cash or in-kind

State whether source is confirmed or not yet confirmed

Club support grant (this application)						
Club cash contribution	Yes	No				
Club in-kind contribution	Yes	No				
Other sources	Yes	No				
Total funds:						

Are there other attachments that you have included with this application? Yes No

Steps to submit your application:

- 1) Save this document to your device in the following format: 2026-clubname (initials) Club Support Grant
- 2) Send email with this document and any attachments to by January 31, 2026 5:00 pm: info@bcnature.ca