

City of Kelowna Social Development Grant Application Checklist 2023

- Attached copies of audited financial statements for the last fiscal year or, if your group is newer, your most recent official financial statements
- Attached a list of Board of Directors
- Completed either the Program or Operating budget
- Attached support letters (partnerships, stakeholders, participants)
- Disclosed all grant funding history with the city/Community Social Development Grants
- Application is signed and dated by two of your Directors
- Included three written quotes (if request is for equipment, publishing, production costs, renovations etc.)
- If the organization is not a registered charity; **must** have spoken with the Central Okanagan Foundation regarding an Intermediary Agency in adherence to Canada Revenue Agency's guidelines.
- Kept copies of all documents submitted for your records

If you have done all the above, you are ready to submit. Please send copies of all documents to abbie@centralokanaganfoundation.org

Applicants are not required to submit hard copies for the 2023 intake.