

# Terms & Conditions of the Neighbourhood Small Grants Program



- Your project is expected to address one or more of the NSG program goals and objectives:
  - build community strength and resilience
  - foster community creativity and wellbeing
  - alleviate social isolation

The primary focus should be on increasing relationships between neighbours and deepening neighbours' involvement within their community.

- Your project must take place within the Columbia Valley.
- Your project must be free to attend and be accessible and welcoming to all. We encourage applications for projects that are accessible to people with disabilities and inclusive of all people.
- Project Leaders must attend the NSG Project Leader Orientation (Date TBD) or arrange to meet with the NSG Coordinator 1:1.
- Project and budget must be delivered as outlined in your application.
- You must begin your project after the grant decision is made. **Projects are not supported retroactively.**
- While some projects may continue year-round, it is expected that your NSG grant money is spent in the calendar year it is granted.
- The Columbia Valley Community Foundation and the NSG program should be acknowledged by displaying appropriate logos on event posters or other project promotional materials. **Logos for use and Event Signs will be provided.**
- Please extend an invitation to the NSG coordinator via email ([grants@valleyfoundation.ca](mailto:grants@valleyfoundation.ca)) to attend your event.
- You are responsible for keeping expense receipts to account for all project costs.
- You are required to submit an expense report upon completion of your project.

# Terms & Conditions of the Neighbourhood Small Grants Program



- Any unused grant dollars over \$20 must be returned to the Columbia Valley Community Foundation.
- After your project is complete, we request that you complete an evaluation survey. Your local NSG Coordinator will provide further instructions about the survey close to your project completion date.