

2026 COMMUNITY GRANT APPLICATION

CAPITAL PROJECTS

This funding application round will be approved as part of the 2026 Budget. Approved projects can expect to be eligible to receive funding amount in January/February of 2026.

Instructions:

- Use this cover sheet as the first page of your application.
- Capital Project submissions are due by **October 3, 2025**. Incomplete or late submissions may disqualify your request for funding.
- If you do not have enough space to answer a question, please attach a separate sheet.
- Please forward completed application by **mail** to:
Town of Woodstock Attn: Director of Financial Services
824 Main Street, Woodstock, NB, E7M 2E8
- Please forward completed application **in person or email** to:
Town of Woodstock Attn: Director of Financial Services
244 Connell Rd, Woodstock, NB E7M 2E8
Email: jennifer.crabbe@woodstocknb.ca

APPLICATION CHECKLIST

Organization Name:

- ☐ **Proof of current registration as a non-profit or charitable organization, if applicable.** Include a copy of current Charitable Registration Number from Canada Revenue Agency. If your organization is in the process of applying for registration, please include a copy of your application.
- ☐ The most recent **financial statement** for your group/organization (showing all revenue and expenses).
- ☐ A **report of the activities during the previous year** (Annual Report) for your group/organization.
- ☐ The organization has a Volunteer board of directors (if applicable).
- ☐ This organization has been in operation for more than one year.

PART A: APPLICANT INFORMATION

Community group/organization (applicant):

Title of project:

Contact name:

Title:

Mailing address:

Telephone:

Fax:

Email:

Federal Charitable Status Number (if applicable):

PART B: APPLICANT ORGANIZATION INFORMATION

1. Briefly describe your organization's mandate/objectives.

2. Describe the community, area and/or group(s) your organization serves.

PART C: DETAILS OF SUPPORT BEING REQUESTED AND PROJECT EXPENSES

3. Provide the total cost of your project and the total funding request. *Funding may be capped at a maximum amount of \$15,000 for all projects depending on demand.* If your overall project exceeds that amount, please note if the project will NOT be done if you do not receive full funding. Please provide a breakdown of estimated expenditures where possible as that will allow us to better support partial funding of a project.

Project requires full funding (Yes or No):

Total Project Cost: \$

Total Funding Request: \$

PROJECT EXPENSES: Breakdown the planned expenditures for your capital project. You are welcome to attach a separate PROJECT EXPENSES report.

PART D: PROJECT DETAILS

4. Describe your organization's specific capital project requiring support.

5. Describe the benefits your capital project will provide to the Town of Woodstock.

6. PROJECT REVENUE: List any other funding sources to which you have applied for this capital project, including amount, funding agency, and status of those applications.

DECLARATION

The information provided on this application form and accompanying documentation is accurate to the best of my knowledge. I hereby give the Town of Woodstock authority to verify any and all information pertaining to this application.

Application prepared by:

_____ <i>Signature</i>	_____ <i>Print Name</i>	_____ <i>Date</i>
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Board authorization (if applicable):

_____ <i>Signature</i>	_____ <i>Print Name</i>	_____ <i>Date</i>
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Town of Woodstock approval:

☐ Application approved for: \$ _____

To the following organization:

☐ Application denied

Director of Financial Services

Date