

2025 COMMUNITY GRANT APPLICATION CAPITAL PROJECTS

Instructions:

- Use this cover sheet as the first page of your application.
- Capital Project submissions are due by March 14, 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 to:
 - Town of Woodstock
 - Attn: Director of Financial Services
 - 824 Main Street
 - 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

3. Requested amount of funding. Will the project still be done if you do not receive the funding – YES or NO (please circle)

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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 EXPENSES: Outline the planned expenditure for your capital project.

7. 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.

