



Community Involvement Fund – Nanaimo Port Authority

It is the policy of the Nanaimo Port Authority that, in keeping with the National Marine Policy as defined in the Canada Marine Act, to offer support for the achievement of local, regional, and national social and economic objectives through budgeted Community Involvement Funding.

The Community Involvement Fund is established by the Board of Directors. Wherever possible, contributions will be considered “seed” money rather than ongoing/sustaining financial support.

Disbursements from the Community Involvement Funding will be allocated based on the following criteria and guidelines:

- (i) **emphasis will be given to projects focused towards the enhancement of the commercial and/or aesthetic value of the waterfront,**
- (ii) **projects that may provide direct or indirect return to the Port or users of the Port as defined in the Canada Marine Act,**
- (iii) **community social and health-related organizations,**
- (iv) **support for the local arts, culture, education and scholarships.**

Intake Dates: Requests for financial support from the Community Involvement Fund will be reviewed by the Board **twice a year in March and September.**

Complete submissions must be received by:

- **February 15** **OR** **August 15.**

The Nanaimo Port Authority also states that funding request applications:

- **for studies and ongoing operational funding are not eligible;**
- **will specify what the funds are being allocated to and assurance provided that this has occurred and;**
- **will include how the donation is to be acknowledged.**

The Board of Directors will be the sole decision making body with respect to the allocation of funding except that requests of \$500 or less will be dealt with by the President & CEO.

The **Community Involvement Fund Application Form**, on Page 2, must be completed to accompany any documentation. It is encouraged that you discuss your application and with **Executive Assistant, Arlene Rolston**, prior to submitting your application. arolston@npa.ca 250-753-4146 Ext 224



APPLICATION FORM – COMMUNITY INVOLVEMENT FUND

Date of Submission: _____

Name of Organization: _____

Contact for Organization: _____

Position: _____

Phone : _____ **Fax:** _____

E-Mail: _____

Web Site Address: _____

Purpose of Organization:

Purpose of Funding Requested:

Supplementary Documents Provided with Application? (Please Check one) YES _____ No _____

Signature of Applicant: _____

Date: _____

Please Print Name: _____