3. Applicants will indicate if there are any other similar activities available on the island.

4. Community support and fund-raising: Applicants should demonstrate some community support for the project. Please indicate what fund-raising has been done, and what fund-raising is planned for the future. What support has the project received and what further contributions does it expect?

5. Background information on the organization: Who is involved in the organization? How long has it been going? What previous activities has it run?

6. Previous Gabriola Parks and Recreation Commission or Gabriola Recreation Society grant assistance:

   a) Organizations may apply in successive competitions; however, the GRS may not fund similar projects on a continuing basis, and

   b) Multiple requests from an organization should be rated in order of its priority by the organization.

Administration Process:

1. Grant in Aid allotments: The Grant in Aid allotment will be established annually in the fall budgetary process.

2. Application process: Applications will be received bi-annually by the Gabriola Recreation Society. All applications will be screened prior to consideration by the Commission to ensure eligibility and completeness.

3. Grant size: The maximum award will be $1000.00.

4. Depending on circumstances, the applicant may receive less than the requested amount.

5. Conflicts of interest: Any potential conflict of interest by a member of the commission must be announced. If the other members of the grants committee consider that there is a conflict, the interested committee member must physically remove him/herself from the discussions.

Recipient Obligation:

The Gabriola Recreation Society (GRS) will require a written, financial report within 3 months of the planned/stated completion date of a project/event, including written receipts.