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1. Project Name

Project name:	Has this facility and/or footprint previously received financial support from Northern Development under this program?
Forest Grove Hall Roof Replacement	<input checked="" type="radio"/> Yes <input type="radio"/> No

2. Applicant Profile

Applicant organization (legal name):	Non-profit society registration number: <i>(if applicable)</i>
Forest Grove & District Recreation Society	S005645
Mailing address:	Telephone:
Box 316, Forest Grove, B.C. V0K 1M0	
Email:	Website (URL):

3. Primary Contact Information

Primary contact (for this application):	Position/title:	
Sylvia Griffith	Treasurer	
Email:	Primary Phone Number:	Secondary Phone Number:

4. Project Location and Resolution

Appropriate jurisdiction the project is located within:	Name of the appropriate local government or First Nations Band providing the resolution of support:
<input checked="" type="radio"/> Municipality (city, town, village or regional district):	If regional district, what electoral area: Electoral Area H
<input type="radio"/> First Nation reserve:	
Has the resolution of support been secured? Refer to the Application Guide for sample resolution wording.	
<input type="radio"/> Yes; attached to application	<input checked="" type="radio"/> No; date resolution of support is expected to be secured: May 14, 2024

5. Project Timeline

Stage of project:	Scheduled date (dd-mmm-yyyy):
Forecasted project start date	06/15/2024
Forecasted project completion date	06/20/2024

6. Project Overview

Will the applicant own and operate the asset?	
<input checked="" type="radio"/> Yes	<input type="radio"/> No + If the property/building is not owned by the applicant, please provide evidence of control (i.e. lease agreement for five years or more).
Indicate the physical condition of the asset before investment. + Before photos required.	
<input type="radio"/> N/A	<input checked="" type="radio"/> Very poor
<input type="radio"/> Poor	<input type="radio"/> Fair
<input type="radio"/> Good	<input type="radio"/> Very good
Enter a brief description of the project, including the scope and objective/outcome:	
<p>Replacement of the Forest Grove Community Hall roof is essential so area residents can continue to use the hall. There have been several repairs and patch jobs over the years. At this point it is beyond further repair and desperately needs to be replaced. There are multiple leaks in the roof (see pictures) and it is an immediate health and safety concern.</p>	

Please explain why your project is needed in your community.

This is the only hall in Forest Grove and is the backbone of the community. The hall is utilized for a variety of community functions, including funeral services, dances, community events and the Annual Seniors Christmas Dinner, as well as recreational opportunities, such as pickleball and curling. The disrepair of the roof has created health and safety concerns. If this project is not completed within a short timeline, it will affect hall usage by the community, thereby reducing revenue for the Recreation Society and hindering the opportunity for community events, celebrations and recreation opportunities.

In addition, Forest Grove Community Hall is the only building in Electoral Area H that could be used as an evacuation center if needed in a community emergency. The hall has a large commercial kitchen and washrooms.

7. Strategic Factors

Fill out all that are applicable. The following strategic factors will be considered in the application assessment.

Does the project create space(s) that offer ancillary uses that will generate revenues for the applicant? If so, please explain

The hall kitchen is rented out several times a week generating additional revenue for the Forest Grove & District Recreation Society. There is also an apartment rented out on a full-time basis. A new roof would ensure the continued usage of the hall and it's amenities by the community, as it is now a health and safety concern.

If any market research or a business case been completed, summarize the results:

This must be demonstrated by attaching the relevant supporting document.

Will the project foster cultural awareness and contributes to inclusivity? if so, please explain

Completing this project will ensure that anyone and everyone can continue to use the hall and facilities for community events, celebrations and recreation. The hall is an inclusive and cultural space for community members to gather in the Forest Grove area.

Will this project enhance the physical appearance, character, or natural environment in the community? If so, please explain

A new roof will not necessarily enhance the physical appearance of the building from street/eye level. It will, however, ensure the hall and facilities are a healthy and safe place to gather and celebrate community. Present safety concerns about the ongoing failure of the roof will be alleviated.

Will the completion of the project will result in reduced operation, maintenance and related costs over the life-cycle of the asset? If so, please explain

Replacing the roof will mitigate maintenance and ongoing repair costs. The 'band-aid' fix approach for the leaks and disrepair are no longer adequate. Replacement will ensure the longevity of the building and safety of those using the hall.

What, if any systems, policies or practices are in place to ensure that funds to replace the asset at the end of its life will be available?

This must be demonstrated by attaching the relevant supporting document (e.g. Asset Management Plan).

If the project is aligned with the long-term plans/vision of the community, please explain how.

This must be demonstrated by attaching the relevant supporting document (e.g. OCP)

Discussion regarding roof replacement has been ongoing at community meetings and the Forest Grove Recreation Society for several years. The failing roof is a community concern and priority for the Recreation Society. At some point soon, it will not be safe to use the hall and facilities due to safety issues. This project will ensure the longevity of the community hall.

Describe any accessibility concerns the completion of this project will alleviate:

There are no accessibility issues.

Describe any health and safety concerns the completion of this project will alleviate:

Replacing the roof will ensure health and safety concerns are alleviated for continued use of the community hall.

If the project will support resident/workforce attraction and retention, please explain how.

The project will support continued use of a community facility for Forest Grove and area residents to celebrate and gather as community in a safe space.

How does the project result in the preservation/creation of an amenity that serves multiple uses?

Replacing the roof will preserve the longevity of the community hall that serves multiple uses and users in the community. The Forest Grove Community Hall is a vital community gathering space and the only hall in the area.

8. Project Budget, Funding Request, and Funding %

Eligible project budget (<i>as per Project Budget Template</i>):	Funding request (grant):	Requested funding %:
\$ 52525 + Applicants are required to use the Project Budget Template .	\$30000 + Maximum \$30,000.	% 57.11565 + Maximum 70%.

9. Other Funding Sources

Funding source: + Do not use acronyms.	Amount (\$):	Identify funding terms:	Identify funding confirmation:
Cariboo Regional District	\$15000	Applicant contribution	<input type="checkbox"/> Approval letter attached <input type="checkbox"/> Date approval expected:
Forest Grove Recreation Society	\$7525	<input checked="" type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other:	<input checked="" type="radio"/> Approval letter attached <input type="radio"/> Date approval expected:
	\$	<input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other:	<input type="radio"/> Approval letter attached <input type="radio"/> Date approval expected:
	\$	<input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other:	<input type="radio"/> Approval letter attached <input type="radio"/> Date approval expected:
	\$	<input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other:	<input type="radio"/> Approval letter attached <input type="radio"/> Date approval expected:
	\$	<input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other:	<input type="radio"/> Approval letter attached <input type="radio"/> Date approval expected:
TOTAL OTHER FUNDING: \$22525		TOTAL PROJECT FUNDING: \$52525 (Northern Development + Other Sources)	
+ Eligible project budget must match total project funding +			

10. Attachments

Check all documents that are applicable and attached to this application:

Document name:
<input checked="" type="checkbox"/> Detailed project budget using Northern Development's Project Budget Template (required; in excel format)
<input checked="" type="checkbox"/> Detailed quotes
<input checked="" type="checkbox"/> Funding approval confirmations (required prior to approval, except in the Northeast)
<input checked="" type="checkbox"/> Local government or band resolution of support (required prior to the regional advisory committee meeting)
<input checked="" type="checkbox"/> Society certificate of incorporation (required for not-for-profit applicants)
<input checked="" type="checkbox"/> 'Before' photo(s)
<input type="checkbox"/> Most recent annual financial statements
<input checked="" type="checkbox"/> Letters of support from community organizations
<input type="checkbox"/> Lease agreement/or user agreement
<input type="checkbox"/> Business case or other market research
<input type="checkbox"/> Asset management plan
<input type="checkbox"/> Community alignment document (OCP, council priorities, strategic plan, economic development plan etc.)
<input type="checkbox"/> Other:
<input type="checkbox"/> Other:
<input type="checkbox"/> Other:
<input type="checkbox"/> Other:
<input type="checkbox"/> Other:

11. Authorization

- ☒ I have read and understand the [Application Guide](#) and confirm that all the required information has been completed in this form, and required attachments are being submitted.
- ☒ I understand that Northern Development has the right to discard incomplete applications.
- ☒ I confirm that the information in this application is accurate and complete, and that the project proposal, including plans and budgets, is fairly presented.
- ☒ I agree to enter into an agreement with Northern Development prior to commencing the project. Project costs incurred by the Applicant in the absence of a signed agreement are at the sole risk of the Applicant and any such costs may be considered ineligible for reimbursement.
- ☒ I agree that once funding is approved, any change to the project proposal will require prior approval of Northern Development.
- ☒ I also agree to submit reporting materials as required by Northern Development.
- ☒ I understand that the information provided in this application may be accessible under the Freedom of Information (FOI) Act.
- ☒ I agree to acknowledge funding by Northern Development, where applicable.
- ☒ I authorize Northern Development to make enquiries, collect and share information with such persons, firms, corporations, federal and provincial government agencies/departments and non-profit organizations, as Northern Development deems necessary for decision, administration, and monitoring purposes for this project.
- ☒ I agree that information provided in this application may be shared with the appropriate regional advisory committee(s), board of directors, Northern Development staff, and consultants.

Name (organization signing authority): ★ Please type name.	Position/title:	Date:
Sylvia Griffith	Treasurer	April 17, 2024

12. Submitting Your Application

Completed funding applications (with all required attachments) should be provided electronically to Northern Development by email to info@northernddevelopment.bc.ca.

★ Please submit this Application Form and all attachments in one email; do not scan this form.