

Horse Council BC (HCBC) strives to provide funding, when available, to all categories of members throughout the Province. In order to fairly determine distribution of any available funds, all requests for funding must be done through a completed application during the application period(s). In all cases, funding approval will be based and aligned with the HCBC's Vision, Mission and Values.

HCBC will strive to provide funding for:

- Club/Affiliate facility & equipment improvements
- Events that are available to all HCBC members
- Programs/projects that contribute to the overall equine community

HCBC will not provide funding for:

- Sponsorships
- Competition related expenses
- Events of a social nature, e.g. banquet
- Supplementing salaries, wages and benefits

Application Requirements

The following must be completed for the application to be considered:

- Application form (including a budget and amount being requested from the HCBC);
- Signed checklist;
- Received during the application period and submitted by the deadline.

Applications are accepted between:

- May 1 to August 31

Applications will be reviewed on an ongoing basis as they are received.

All applicants that are approved for funding are required to provide subsequent information on the event or how the funds were used within 30 days. Any unused funds must be returned to the HCBC.

Criteria:

- Club or Affiliate applicants must be current HCBC members;
- Club or Affiliate applicant must have been a member in good standing for the (2) two previous years;
- Clubs applying for funding must require that their members have HCBC individual memberships;
- HCBC requires that all participants in an event (which funding is being applied for) be current HCBC members. HCBC must be prudent about liability issues that may arise from equine activities;
- Applicants that have not received any HCBC funding in prior years will be selected over applicants that have received funding in previous years;
- Applicants who have contributed to the HCBC through volunteering or referring new members will be selected over those who have not done so in the past;
- Applicants who have proven their ability to make excellent use of funds will be selected over those who have not done so in the past.

Sample expenses that may be considered:

- Club events
- Club facility improvements
- Equipment
- Programs/projects that contribute to the overall equine community

Sample expenses that are ineligible:

- Activities of a social nature, e.g. banquet
- Purchase of items of a personal, social or promotional nature
- Sponsorship
- Honorariums/Gift Cards

Club Member Funding Application

APPLICANT INFORMATION:

Club Name (*cheques are made payable to the Club*): _____

Name and title of person completing application: _____

Address (*where cheque is mailed*): _____

City: _____ Prov./Terr.: _____ Postal Code: _____

Phone: _____ Email: _____

Club President: _____ Signature: _____

Club Treasurer: _____ Signature: _____

Does your club require that your members have HCBC membership? ☐ Yes ☐ No

Has your Club referred new members to HCBC? ☐ Yes ☐ No

Has your Club or Club members offered to volunteer for HCBC? ☐ Yes ☐ No

EVENT/PROJECT

Event/Project Name: _____

Date(s) of Event: _____ Location of Event (*prov./terr./country*): _____

Brief Description of Event or Project:

How will this funding assist with your overall Club development?

How will this funding contribute to the overall benefit of the equine industry?

THIS FUNDING APPLICATION IS FOR:

- ☐ Club events
- ☐ Club facility equipment improvements
- ☐ Programs/projects that contribute to the overall equine community

IF YOUR APPLICATION IS SUCCESSFUL, YOU AGREE TO RECOGNIZE HCBC WITHIN 30 DAYS BY THE FOLLOWING: (check all that apply) *HCBC will verify recognition*

- ☐ Tag us or write a review on Facebook and explain “what it means to be a part of the HCBC community” (our page: @HorseCouncil)
- ☐ Tag us on Instagram, and explain “what it means to be a part of the HCBC community”, while using the hashtag #HCBCcommunity (our handle: @horsecouncilbc)
- ☐ Submit photographs that HCBC can republish (images must be a high resolution 300 DPI)
- ☐ Submit a Word doc. with photos about the Clubs facility/equipment /event/experience and “what it means to be a part of the HCBC community” for the HCBC to review and share online
- ☐ Refer new members to the HCBC
- ☐ Submit this event to the HCBC Calendar of Events
- ☐ Other: _____

The HCBC reserves the right to print this material in any HCBC hard or soft publications.

BUDGET

Revenue:	Dollar Amount:
	\$
	\$
	\$
Total Revenue	\$
Expenses:	
	\$
	\$
	\$
	\$
	\$
	\$
Total Expenses	\$
Difference	\$
Amount requested from HCBC	\$
(Club members may apply for \$100 - \$1,000)	

If the space allocated above is insufficient, please attach a spreadsheet with your application.

Club Member Funding Checklist

The following checklist must be submitted with each application.

I/We Have:

- ☐ Read and understood the funding application guidelines, process and criteria;
- ☐ Completed all areas and signed the application form;
- ☐ Included a detailed budget indicating both expenditures and revenues;
- ☐ If application is approved, agree to show recognition as indicated on this application to the HCBC and how the funds were used within 30 days;
- ☐ Agreed that any unused funds will be promptly returned to HCBC within 30 days.

Applicant Name: _____ Date: _____

Applicant Signature: _____

Submit applications to the attention of:

Horse Council BC

Address 27336 Fraser Hwy

Aldergrove BC V4W 3N5

Phone: 604-856-4304 Fax: 604-856-4304 Email: finance@hcbc.ca

The HCBC offers many incentives for individual members, clubs, competitors, shows, officials, etc.

All funding opportunities can be found on the website or by contacting the office.

HCBC OFFICE USE ONLY:

Date Received: _____ Received by: _____

Position: _____ Respondent: _____

Date Responded: _____ Amount: _____ Cheque #: _____