



2019 Community Services Project Grant Guidelines

Introduction and Purpose

The vision of the Seventh-day Adventist Church in British Columbia is: “To Reach BC and the Yukon with a Christ centered message of hope and wholeness.” This involves acting as an agency to develop & assist projects that are beneficial to the general community and to assist those in material need through the framework of REACH BC & Yukon. This is intended to address the physical aspect of such a mission.

The BC Conference REACH Community Projects funds projects that assist to address poverty within the territory of the British Columbia territory (BC and the Yukon). Applicants that wish to implement community projects are invited to submit a Grant Request in line with these guidelines.

1. Applicants/Projects must:

- A. Submit a grant request to the BC Conference REACH Community Project, attn. REACH Coordinator. – by the deadline of February 28, 2019.
- B. Have a committee in place to oversee the project.
- C. Have a designated Project Leader.
- D. Actively support Community Services.
- E. Take an active role in project activities.
- F. Not to pass funds to other organization.
- G. Show matching or additional funding.
- H. Submit required report by specific deadlines.
- I. Acknowledge the BC Conference – REACH BC & Yukon’s partnership in this project in the following manner:
 - a. Clearly identify the partnership to the public with working such as “implemented in partnership with BC Conference – REACH BC & Yukon” or “with funding provided by BC Conference of Seventh-day Adventists – REACH BC & Yukon”; and
 - b. Acknowledge the partnership in any public reference to the project such as announcements, signage, and promotional materials.
 - c. The REACH BC & Yukon logo can be used in place of words “BC Conference of Seventh-day Adventists” with prior authorization from the BC Conference before each use of the logo.

2. REACH Community Projects must meet five important criteria:

- Does the project alleviate poverty?
- Does the project reflect community involvement?
- Does the project holder have sufficient capacity (personnel/resources) to undertake the project?

1While not discounting the privilege and responsibility of the individual members and Churches to respond to local challenges according to their abilities.

- Does the project fit the BC Conference mission and vision?
- Do the project holders actively support the BC Conference?

We reserve the right to select projects that best utilize available funding and meet the five important criteria above. Priority will be given to projects addressing the needs of women, children and First Nations.

3. Reporting

Applicants must submit an Interim Report to the BC Conference (REACH Coordinator) by September 15th of the year funded. A Final Report must be submitted to the BC Conference Community Projects – REACH Coordinator by January 31st of the following year. (The Final Report may be submitted earlier if the project is complete.)

Projects that continue from year to year are required to complete a Final Report by January 31st regardless of whether all funds are spent. Any organization that has funds remaining on December 31st must either:

- A. Submit a new grant request and show funds on other new year's budget, or
- B. Use the funds in the year following the project year and file a final report upon completion of the project. This option may only be exercised in consultation with the BC Conference Community Projects - REACH Coordinator, or
- C. C. Return the funds to the BC Conference. Please contact the BC Conference Community Projects - REACH Coordinator prior to returning funds.

4. Application & Review Process

Project Applications should be submitted to the BC Conference Community Projects – REACH Coordinator. Applications will be reviewed and approved based on the availability of funds and input from the BC Conference – REACH Community Projects Committee.