

## CENTRAL COAST REGIONAL DISTRICT

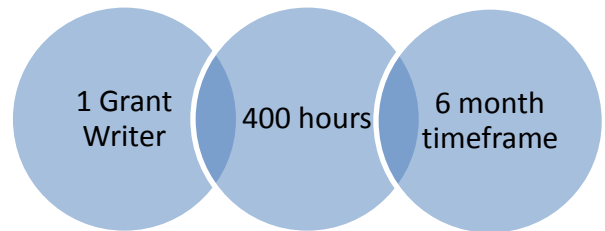
### Community Economic Development Grant Writer Support

The Central Coast Regional District has posted a job opportunity for a contract Grant Writer. The objective of the Grant Writer is to secure more funding dollars to support community economic development projects and initiatives within the CCRD.

The Grant Writer will work with community organizations to increase their success in accessing financial grants in pursuit of strategic priorities. Job posting available at: [www.ccrd-bc.ca](http://www.ccrd-bc.ca).

#### Interested in Accessing the Grant Writer?

Please note that a Grant Writer has not been hired yet. This information sheet has been put together to give organizations some time to prepare for working with the successful applicant. The expected start date is June 2017.

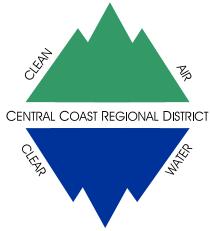


**The job posting is for one Grant Writer to work 400 hours between June 2017 and December 2017.**

If your organization is interested in accessing the Grant Writer, please provide a written submission to the CEDO by 4:00 pm on May 22<sup>nd</sup> with the name of your organization, a brief description of your project, the amount of funding your organization is seeking, and any identified funding sources for which your organization and project are eligible.

The CEDO will work with the Economic Development Advisory Committee to establish a process for allocating the Grant Writer's time.

For more information please contact:  
Bridget Horel, CEDO  
[cedo@ccrd-bc.ca](mailto:cedo@ccrd-bc.ca)  
250-799-5291



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### Community Economic Development Grant Writer Support

#### Preparing to work with a grant writer?

Most funding applications require descriptions of who-what-where-when-why-and-how your organization will accomplish its grant-related goals and objectives.

When working with a Grant Writer it is helpful to have the following information prepared:

- Background/description of your organization.
- List of services your organization provides and/or activities the organization undertakes.
- Description of the proposed project/program for which your organization is seeking funding.
- Staffing information to show the capacity of the organization to implement the proposed project/program.
- Letterhead, photographs, logos, and anything else that might help to tell your organization's story.
- Financial statements and/or organizational budgets.
- Any identified funding sources for which your organization and proposed project/program are eligible.

It is also helpful to have identified:

- Why the program/project is needed
- Who or what will benefit (i.e. youth, elders, community, other organizations, etc.)
- The number of people/groups who will benefit.
- How much funding the organization would need in order to implement the proposed project/program.

#### Looking for Funding Programs?

Below are some places that your organization can learn about different funding programs:

- Civic Info BC Grant Database: <https://www.civicinfo.bc.ca/grants>
- Charity Village Funder Database: <https://charityvillage.com/directories/funders.aspx>
- Province of BC Grant Tool: <http://www2.gov.bc.ca/gov/content/employment-business/economic-development/funding-and-grants>
- Government of Canada Funding Opportunities: <http://canada.pch.gc.ca/eng/1427741123839>
- Northern Development Initiative Trust Resource Page: <http://www.northerndevelopment.bc.ca/funding-programs/community-development/resources-for-community-infrastructure/>