2024–25 Climate Action Grant

*(Approved by EC Meeting August 18–19, 2024)*

**Local association:** Click or tap here to enter text. **#:** Click or tap here to enter text.

**Contact name:** Click or tap here to enter text.

**Local president name:** Click or tap here to enter text.

**Local president signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date:** Click or tap here to enter text.

**Total grant request:** $Click or tap here to enter text.
*(maximum $3,000)*

**That the BCTF provide locals with a Climate Action Grant on the following basis:**

1. A grant for up to $3,000 per local and sublocals.

2. The grant is intended to allow locals to address the climate emergency through projects, activities, and events that:

1. reduce the emissions that contribute to climate change.
2. educate and engage on climate change and climate action.

3. Locals are requested to submit a proposal of activities an estimated costs for general approval.

4. Locals will be reimbursed upon receipt of an itemized account of expenditures including copies of invoices and receipts.

5. Locals are requested to submit a summary report of the activities when submitting their invoices and expenses for reimbursement.

6. Restrictions on claimable costs:

1. locals may not claim for any portion of the ongoing costs of regularly released local officers.
2. compensation for released officers and office support staff salaries.
3. costs related to regularly scheduled meetings and governance meetings
4. cash or cash equivalents (e.g. gift cards) as compensation or gifts to members.

**Please return completed grant application form by email to** *grants@bctf.ca***.**

### Proposal of activities and estimated budget

Use this section to describe the project you wish to undertake. Incorporate how your project will support climate action, reduce emissions, and/or educate and engage on climate change and climate action:

|  |
| --- |
| Click or tap here to enter text. |

**Project Budget**

|  |  |
| --- | --- |
| **Description** | **Cost** |
| Click or tap here to enter text. | $Enter amount here. |
| Click or tap here to enter text. | $Enter amount here. |
| Click or tap here to enter text. | $Enter amount here. |
| Click or tap here to enter text. | $Enter amount here. |
| Click or tap here to enter text. | $Enter amount here. |
| Click or tap here to enter text. | $Enter amount here. |
| Click or tap here to enter text. | $Enter amount here. |
| Click or tap here to enter text. | $Enter amount here. |
| **Total estimated cost / grant amount requested****(maximum $3,000):** | $Enter amount here. |

### Submitting for reimbursement

1. **Use this section to provide a summary of the activities undertaken, ensuring to highlight outcomes of the project and/or event:**

|  |
| --- |
| Click or tap here to enter text. |

1. **Use the space below to provide details of the expenditures and the accompanying supporting documents:**

|  |  |  |
| --- | --- | --- |
| **Invoice / Receipt (vendor name and/or invoice #)** | **Description** | **Estimated Costs** |
| Enter text here | Enter text here | $Enter amount here |
| Enter text here | Enter text here | $Enter amount here |
| Enter text here | Enter text here | $Enter amount here |
| Enter text here | Enter text here | $Enter amount here |
| Enter text here | Enter text here | $Enter amount here |
| Enter text here | Enter text here | $Enter amount here |
| **Total estimated cost/grant amount requested****(maximum $3,000):** | $ Enter amount here |

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