



SHUSWAP
COMMUNITY
FOUNDATION

102-160 Harbourfront Drive NE
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Salmon Arm, BC V1E 4N7
Ph: 250-832-5428
Email: info@shuswapfoundation.ca

SUPPORTING DOCUMENTS

Supporting Documents are required for both the CRA Registered Charity and Not-For-Profit (if applicable):

- Project Partnership Agreement (if applicable)
- If your organization is holding a large amount of cash, earmarked for specific purposes, please provide a detailed explanation and any supporting documents
- A project budget if you have not completed the included BUDGET SHEET
- A list of directors for the applying charity, and the NFP if applying in partnership - or complete the included BOARD OF DIRECTORS sheet
- Financial Statements for last complete year - These can include Audited or Reviewed financials prepared by an accountant, financial statements prepared in accordance with recognized accounting or bookkeeping practices - Statements must be prepared within the 18 months prior to this application
- Annual Budget - As approved by the organization's board of directors
- Contractor quotes - Any cost estimates relevant to this project
- Project Invoices (if requested by SCF) - These could include building materials, contractor services, project supplies
- Confirmation of other funding sources (if requested by SCF) - These can include canceled cheques & Memorandum of Understanding (MoU) documents

* Please scan and submit the above documents to info@shuswapfoundation.ca along with any additional documents requested by SCF

CONNECTING PEOPLE WHO CARE WITH CAUSES THAT MATTER

SCF