

# Accessibility Project Grant 2020

## APPLICATION FORM

*Promoting Inclusion and Accessibility for People with Disabilities*

### Part One: Organizational Information

<b>Organization Legal Name</b>	
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#### Organization Address

Street			
City/Town		Postal Code	
Province		Fax Number	
Phone Number		Website	

#### Profile

Founding Date		Current Annual Budget (\$)	
Staff Size		Main Service Area	

#### Main Purpose or Mission of the Organization (100 words or less)

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#### Main Contact (These people will be responsible for this project.)

	Name	Title	Phone	Email
Main Contact (Applicant)				
Senior Management				
Executive Director				
Board Chair				

## Part Two: Project Information

### 1. Project Profile

Project Title			
Project Description (One sentence)			
Project Type	<input type="checkbox"/> Brand New <input type="checkbox"/> Expansion of an existing project <input type="checkbox"/> On-going from an existing project		
Project Period	Start Date		End Date

Select at least one Accessibility Outcome that your project aims to advance.

- |   |   |
|---|---|
| <input type="checkbox"/> Accessible employment                | <input type="checkbox"/> Accessible sports and recreation           |
| <input type="checkbox"/> Accessible arts, culture and tourism | <input type="checkbox"/> Accessible emergency planning and response |
| <input type="checkbox"/> Accessible education and learning    | <input type="checkbox"/> Accessible community participation         |

2. Please provide a concise summary of your project including the project goal, target group(s), activities, project team and partners (if applicable). **(300 words or less)**

3. Why is the project needed? Please provide any research/background information and statistics. Describe clearly the outcome that will result from your project, which will result in long-term/continuing accessibility improvements for people with disabilities. If this project is an existing one, please include how the additional funding will make a difference. **(200 words or less)**

4. What other similar projects/programs exist, and how does your proposed project differ or complement them? Be specific about how your project is distinct among the competition. **(200 words or less)**

5. Outline your plan to promote the project, describing your networks and any new initiatives. Please be specific with organizations' names (if applicable) and promotional tools such as social media, websites, presentations, or networking opportunities that will be used to promote the project. **(200 words or less)**



### Part Three: Project Budget

Please submit the completed Project Budget showing clearly how you will use the project funds; include specific project revenue sources and detailed expenditures. ONLY USE THE PROVIDED TEMPLATE.

### Part Four: Letters of Support

Please submit 2 letters of support from other organizations that support your project (not including any project partners). Please ensure the letters are written on the appropriate letterhead.

If you have a project partner(s), you may also submit a Letter of Collaboration from the project partner(s) (maximum of two). Please ensure the letters are written on the appropriate letterhead. THIS IS OPTIONAL.

### Part Five: Authorized Signatures

The signature below certifies that all of the information provided in this application is complete and true. Please sign using a Digital ID or a scanned signature.

\_\_\_\_\_  
Applicant Print Name                      Title                      Digital Signature                      Date (MM/DD/YYYY)

\_\_\_\_\_  
Authorized Print Name                      Title                      Digital Signature                      Date (MM/DD/YYYY)

#### HOW TO ADD A DIGITAL SIGNATURE

1. Click in the "Digital Signature" field in the form. A "Sign Document" window appears.
2. If you have an existing digital ID on your computer, select it from the "Sign As" drop down menu and sign the document.
3. If you don't have a digital ID, select "New ID" from the drop down menu. Then select, "New digital ID I want to create now." Click "Next".
4. In the "Add Digital ID" window, enter your Name, Organization Name and Email. Leave the other fields unchanged. Click "Next".
5. Create a password and click "Finish".
6. In the "Sign Document" window, select "Sign As" your new digital signature and enter your password.
7. Click the "Sign" button.
8. You will be asked to save the signed document to your computer. Please save and submit this signed application with your Application Package.

Thank you for your application!

**THE APPLICATION DEADLINE IS 12:00 PM (NOON) FRIDAY, OCTOBER 9, 2020.**

Application Packages must be submitted to Myung Lee at Disability Alliance BC  
[ap@disabilityalliancebc.org](mailto:ap@disabilityalliancebc.org)