



Capital Regional District
Grant-In-Aid Application Form
FOR ELECTORAL AREAS ONLY:

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Grants-In-Aid are for the CRD Electoral Areas only: Juan de Fuca, Salt Spring Island, and Southern Gulf Islands

Application Submitted By

Name and Address of Applicant: Fulford Community Elementary School PAC

203 South Ridge Drive

Salt Spring Island BC V8K 1Y9

Contact(s): Clare Hoffman

(name)

(phone)

(fax)

Email address

Contact(s): Kate Richer

(name)

(phone)

(fax)

kricher@sd64.org

Email address

Application Summary

Project or purpose for which you require assistance:

On behalf of the Fulford Elementary School PAC, we are writing to request funding support through the Capital Regional District's community grant program. Our goal is to begin building up Fulford's resources and infrastructure to better support Applied Design, Skills, and Technologies (ADST) education, with an initial focus on woodworking and cooking.

Amount of grant requested \$ 5231.00

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is:

- **NOT** being made on behalf of an industrial, commercial, or business undertaking
- **NOT** available for the personal benefit of any individual, proprietor, member or shareholder

C Hoffman

(signature of authorized signatory)

Fulford Elementary PAC Chair

(title)

Clare Hoffman

(print name)

Applicant Profile

1. Please describe the services / benefits that your organization provides to the community. Are these services / benefits available to the community from another organization or agency?

The PAC supports students, families, and staff by funding and organizing programs that enhance the learning environment and build a sense of community. Through fundraising and volunteer work the PAC helps provide classroom resources, cultural and arts programming, field trips, equipment, and school events that would not otherwise be covered by the school's operational budget. The PAC also strengthens communication and collaboration between parents, teachers, and administration, ensuring families have a voice in the educational experience of their children.

2. Describe the geographic area that receives services or benefits from your organization.

The south end of Salt Spring Island is a rural island community with a mix of socioeconomic households.

3. Is your organization voluntary and non-profit? ☐ NO ☒ YES

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

The PAC is an entirely volunteer organization.

Please indicate the number of members / volunteers in your organization and how long your organization has been in operation.

Every parent or caregiver of a child at Fulford Elementary is a member of PAC, so around 115 families, however I would say that we have roughly 6 dedicated parents helping out on a regular basis.

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (Applied Design, Skills, and Technologies (ADST) education)

2. Please describe the proposal for which you are requesting assistance. Attach additional information if required.

Please see attached document.

3. Please describe how this proposal will benefit the community.

The ADST curriculum plays a vital role in developing critical thinking, creativity, collaboration, and problem-solving skills. It also provides students with tangible, practical experiences that foster confidence and engagement. Currently, Fulford lacks the tools, materials, and dedicated space necessary to deliver this programming in a meaningful and safe way.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - o project budget,
 - o grants / funding from other sources,
 - o funding contributed by applicant through fund raising activities or other sources of revenue and,
 - o financial statement that itemizes total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant / funding from another source(s)? ☒ NO ☐ YES

If yes, complete the following chart. **If no**, please explain _____

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
		☐	☐	☐
		☐	☐	☐
		☐	☐	☐
		☐	☐	☐

3. Have you received assistance (grant in aid / waiving of fees, etc.), from the CRD in previous years?

☒ NO ☐ YES..... **If yes**, please complete the following chart.

Year	\$ Amount	Purpose for which assistance was used

4. Does your organization:

Offer direct financial assistance to individuals or families?

☐ Yes ☒ No

Provide services that fall within the mandate of either
a senior government or a local service agency?

☐ Yes ☒ No

Provide an opportunity for individuals to make direct
Contributions to the project (e.g., fundraising for the project)?

☐ Yes ☒ No

Or, is your organization:

part of a Provincial or National fund raising campaign?

☐ Yes ☒ No

The information provided in Section 4 is for data collection purposes.

Followup:

Please refer to Page 6 of the ***Grant-In-Aid - Application Completion Guide*** regarding the following:

1. Acknowledgement

2. Reporting

Please remember to attach:

1. Project budget
2. Financial statement for your organization

To: CRD Community Grants Program

Dear Community Grants Committee,

On behalf of the Fulford Elementary School Parent Advisory Council (PAC), we are writing to request funding support through the Capital Regional District's community grant program. Our goal is to begin building up Fulford's resources and infrastructure to better support Applied Design, Skills, and Technologies (ADST) education, with an initial focus on woodworking and cooking.

In recent years, the closure of our local middle school resulted in the relocation of Grade 6 and 7 students to elementary schools across the Island. While our teachers and staff have worked hard to adapt to this change, elementary schools like Fulford were never designed or equipped to deliver the kind of hands-on, skill-based learning that students would have received through a dedicated middle school ADST program—particularly in areas like woodworking, metalwork, and culinary arts.

The ADST curriculum plays a vital role in developing critical thinking, creativity, collaboration, and problem-solving skills. It also provides students with tangible, practical experiences that foster confidence and engagement. Currently, Fulford lacks the tools, materials, and dedicated space necessary to deliver this programming in a meaningful and safe way.

Our PAC is committed to helping bridge this gap. With CRD's support, we hope to begin building a foundation for a sustainable, age-appropriate ADST program at Fulford. This first phase will focus on acquiring woodworking tools (such as clamps, saws, workbenches, and safety equipment), basic cooking supplies, and storage solutions. These resources will allow our teachers to begin offering structured, hands-on learning opportunities to students in Grades 6 and 7.

By investing in these tools today, we are laying the groundwork for years of enriched, skills-based education that will benefit Fulford and our island community as a whole.

Thank you for considering our application. We are excited about the possibility of working with the CRD to empower our students and enhance our school's capacity for hands-on learning. Please do not hesitate to contact us if you require additional information or would like to discuss our proposal further.

CRD Grant Proposal

Prices based on Home Hardware

Woodworking:

Item	Unit Price	Number of items	Total
Hammers	\$20.00	4	\$80.00
Corded drills	\$50.00	2	\$100.00
Multibit screwdriver	\$20.00	2	\$40.00
Folding Sawhorse	\$35.00	10	\$350.00
F-clamps	\$6.00	12	\$72.00
Mini utility hacksaw	\$13.00	4	\$52.00
Hacksaw	\$16.00	6	\$96.00
5 piece file set	\$26.00	4	\$104.00
4 piece chisel set	\$25.00	4	\$100.00
Block plane	\$48.00	2	\$96.00
Palm sander	\$40.00	2	\$80.00
Pegboard	\$15.00/sheet	3	\$45.00
Pegboard hooks	\$21.00	1	\$21.00
Rolling tool bin	\$85.00	1	\$85.00
Vertical storage shed	\$600.00	1	\$600.00
Scroll saw	\$230.00	1	\$230.00
Chompsaw for cardboard	\$350.00	1	\$350.00
Expendables: wood stain, sandpaper, nails, screws, lumber, glue, etc.	\$600.00		\$600.00
Total:			3101.00

Cooking:

Item	Unit Price	Number of items	Total
Hotplate	\$35.00	4	\$140.00
Mixing bowls 3 piece	\$40.00	4	\$160.00
Measuring tool set	\$15.00	4	\$60.00
Mixing spoons, flipper, et, misc.			\$50.00
3 piece pan set	\$40.00	4	\$160.00
Cooking ingredients (flour, sugar, eggs, etc.)			\$1000.00
Total			\$1570.00

Grand total: \$4671.00, plus approx \$560.00 tax = \$5231.00

IslandSavings

A DIVISION OF FIRST WEST CREDIT UNION

Regional Office | 499 Canada Ave | Duncan BC V9L 1T7

**Your September 01 to September 30, 2025
Statement**

Your Account Number

██████████

Your Branch

Saltspring, 1-888-597-1083

Fulford Parent Advisory Council
112 Rainbow Rd
Salt Spring Island, BC V8K 2K3

Statement Summary

	CAD
Chequing, LOC	6,853.46
Savings, Shares	6.56

Organization Value General Acct. gange 68346

Fulford Parent Advisory Council

Date	Description	Withdrawals	Deposits	Balance
31Aug25	Opening Balance			2,571.77
	Total withdrawals and deposits			

Organization Value Gaming Acct. gange 68346 #1

Fulford Parent Advisory Council

Date	Description	Withdrawals	Deposits	Balance
31Aug25	Opening Balance			4,423.94
05Sep25	Cheque #217	142.25		4,281.69
	Total withdrawals and deposits	142.25		

Business Optimum Savings PLAYGROUND gange 68346

Fulford Parent Advisory Council

Date	Description	Withdrawals	Deposits	Balance
31Aug25	Opening Balance			0.00
	Total withdrawals and deposits			

REFERRAL PERKS®

Successfully refer us and get rewarded*

Visit refer.islandsavings.ca for details.

*Some terms and conditions apply. See website for details.

FWCU Membership Shares gange 68346

Fulford Parent Advisory Council

Date	Description	Withdrawals	Deposits	Balance
31Aug25	Opening Balance			6.56
	Total withdrawals and deposits			

Contact Information

General Inquiries 1-888-597-1083

Mon-Fri 8am-8pm PST

Sat 8:30am-4pm PST

Sun 11am-3pm PST

24-hour online banking: www.islandsavings.ca

Lost/stolen MemberCard®: 1-866-955-8111

Report any discrepancy with your statement in writing to the address displayed at the top of the first page, no later than 30 days after receiving this statement. Please include your Account number, contact information, and details of the item(s) in question.

End of statement