



CITY OF NANAIMO APPLICATION FOR SECURITY CHECK GRANT IN AID

Office Use

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| ORGANIZATION: | DATE: | |
| ADDRESS: | PRESIDENT: | |
| | SENIOR STAFF MEMBER: | |
| | POSITION: | |
| | CONTACT: | |
| TELEPHONE: | TELEPHONE: | |
| OVERVIEW OF YOUR ORGANIZATION'S PROGRAMS AND SERVICES OFFERED IN THE COMMUNITY: | | |
| GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: | | |
| NO. OF FULL TIME STAFF: | NO. OF PART TIME STAFF: | |
| NO. OF COMMUNITY VOLUNTEERS: | NO. OF VOLUNTEER HOURS PER YEAR: | |
| NO. OF MEMBERS: | MEMBERSHIP FEE: | |
| CLIENTS SERVED, LAST YEAR: | CLIENTS SERVED, THIS YEAR (PROJECTED): | |
| NUMBER OF SECURITY CHECKS CARRIED OUT IN THE CURRENT CALENDAR YEAR? (PLEASE ATTACH ORIGINAL RECEIPTS) | | |
| WHAT WILL BE THE EFFECT IF YOU DO NOT RECEIVE A SECURITY CHECK GRANT FROM THE CITY OF NANAIMO? | | |
| SIGNATURE: | TITLE/POSITION: | DATE: |
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SECURITY CHECK FEE GRANTS

Each year, Nanaimo City Council sets aside funding for the reimbursement of security check fees incurred by eligible community organizations. This money is available to those community organizations that must have security checks carried out by the R.C.M.P. on employees and/or volunteers.

The criteria set for awarding this grant include the following:

- must be able to identify services provided to residents of Nanaimo;
- non-profit organization;
- sound financial and administrative management;
- must conform to all City of Nanaimo bylaws and policies.

When completing this form, please provide all the information requested. There is a \$500 per year maximum on this grant. Applications for this category are considered throughout the calendar year.

If you require further information about applying for reimbursement of the cost of security checks, please contact Laura Mercer in the City's Finance Department at (250) 755-4413.