



TWN Community Society 2025 Application Form



Instructions

1. Please fill out every section of the application.
2. Application forms can be handwritten or typed, then emailed to twncommunitysociety@twnation.ca or dropped off at the admin building. They can also be completed in person.

Please contact us at twncommunitysociety@twnation.ca or 236-660-3152 if you'd like to speak to a team member, or do a verbal application, or for any other support.

Date of application

Applicant/s information

First and last name

Membership number

Address

Email address

Cell number

**Children of applicant
(if applicable)**

Name

Age

Membership #

Name

Age

Membership #

Name

Age

Membership #

Optional second contact (i.e., a member of your group or another adult family member)

First and last name

Email address

Cell number

Project information				
1. Project name				
2. Funding stream. Check mark or circle the stream that best describes your activity				
<input type="checkbox"/> Education & training	<input type="checkbox"/> Arts & culture	<input type="checkbox"/> Health & wellness	<input type="checkbox"/> The environment	<input type="checkbox"/> Sports & recreation
3. Project details				
3.1 Project description What is your project all about? 				
3.2 Goal What do you hope to achieve with this project? 				
3.3 Activities List the different activities you will do to reach your goal, and when they will take place. Projects can run for up to one year, so some activities might take place during specific months, or all year.				
Activity			Schedule	

4. Project budget

List your project's activities and costs. **Please attach proof of costs, such as quotes or screenshots**, to your application. Don't forget to include tax if you will be paying tax. If you have travel costs (e.g., gas and food), complete and include the **TWNCS Travel Expense Claim Form**. Contact twncommunitysociety@twnation.ca for a copy of this form.

Activity	Cost
Total budget	

5. Financial management

Explain how you will manage this funding. Who will hold the funds? How will expenses be paid? Who will keep track of costs? Who will be responsible for collecting and keeping the receipts or invoices that will be submitted with your reports?

6. Risks

Are there are risks that might affect your ability to complete this project? If so, what steps will you take to offset these risks?

7. Is there anything else you would like to share about your project?

Reporting requirements

- You will be required to submit a short progress report and a final report (templates will be provided).
- The progress report is due early in your project. It covers work to date and includes invoices for any money spent by this point in the project.
- The final report describes the overall project and whether goals were met and will include a financial report that includes any remaining receipts.
- The final report must be submitted within 30 days of the completion of your project.

TWN Community Society Declaration

- I state that the information contained in this application is true and correct.
- If any of the information changes in any way, I will notify TWNCS immediately.
- I will use the grant only for the purpose given in this application, and only for the costs listed.
- I understand that if it is used for anything else, TWNCS may request repayment of the grant.
- I understand that I will have to return any grant funding that is unspent.
- I agree to provide the progress and final reports for this project, along with the financial receipts and invoices.
- I understand that the decision of the TWNCS is final.

Applicant

First and last name	
Position in team or group (if applicable)	
Signature	
Supporting person/team/group (if applicable)	
First and last name	
Signature	