



Bursary

Funding Program Application Guide

Together, we are working to build a sustainable and resilient coastal economy through reciprocal relationships with communities across the unceded territories of the Kwak'waka, Nuučaan̓, Éyá7juuthem, Ligwilda'xw, Pəntl'áč, She shashishalhem, Skwxwú7mesh, Hul'q'umi'num', diitiidʔaatx, SENĆOŦEN, Lekwungen, and T'Sou-ke speaking peoples.

The Region We Serve

We fund projects located in our legislated service region. The organizations we fund may be located outside of our region, however proposals must focus on the economic and wellbeing benefits they will realize within the region we serve.

[View our region online.](#)

GREAT BEAR RAINFOREST

NORTH
VANCOUVER
ISLAND

SUNSHINE
COAST

PACIFIC
RIM

SOUTHERN
GULF ISLANDS

SOUTH
VANCOUVER
ISLAND

ABOUT THE PROGRAM

Our Bursary program is aimed at strengthening community economic development leadership in rural and remote communities across Vancouver Island, the Sunshine Coast and islands and inlets from the Salish Sea to Cape Caution. The program offers bursaries to individuals actively engaged in community development work in their communities. These bursaries provide access to educational and networking opportunities, equipping participants with the knowledge and connections necessary to drive sustainable economic growth in their communities.

Our Primary Goals

The primary objectives of the Program are to:

- Support community leaders from First Nations and rural communities to enhance their skills and knowledge, enabling them to lead impactful community economic development projects and organizations.
- Facilitate connections and collaboration among community development professionals, fostering a supportive network for sharing best practices, resources, and ideas.
- Empower rural, remote, and First Nations communities by providing support to strengthen their ability to engage in community economic development.
- Encourage the participation of individuals from equity deserving groups by facilitating participation in training opportunities that address economic disparities.

Types of Organizations We Fund

We welcome applications that are led by any of the following organizations:

- ✓ **First Nations**
Governments, bands, corporations controlled by First Nations, not-for-profit organizations
- ✓ **Local and Regional Governments**
Municipalities, regional districts, and incorporated areas
- ✓ **Registered not-for-profit organizations and registered charities**
Local community-based organizations
 - Economic development organizations
 - Industry associations
 - Regional and sectoral organizations
 - Educational organizations and institutions

ELIGIBILITY

The program provides up to \$1,000 for course fees or training expenses. If attending in-person training requires travel and accommodation expenses, applicants may use up to \$300 of the funding to cover these costs.

Eligibility Criteria

- Individuals actively engaged in community economic development work or be entering or transitioning to an economic development role within rural and First Nations communities.
- Individuals who live and work in the Trust's service region.

Types of Bursaries We Fund:



Learning – Education and Training:

- Training, workshops, or courses related to community economic development, leadership, project management, and related topics.
- Certification programs or courses offered by accredited institutions.



Career Development – Connecting and Networking:

- Attendance at workshops or seminars specifically focused skills development
- Networking opportunities tied to leadership training.

APPLICATION PROCESS

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We invite you to contact us before you start an application. This initial inquiry will provide us an opportunity to discuss applicant eligibility, eligible activities, expenses, and more.



Denice Regnier
Manager, Funding Programs and Corporate Affairs

Please call Denice at 250-871-7797 or email denice@islandcoastaltrust.ca.

Should your proposal not align with the eligibility of the Bursary program, we will help guide you to alternative funding opportunities, if possible.

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We offer a continual application intake process

Applications are accepted on a continuous basis until the program budget is fully subscribed each year. Only completed applications will be assessed.

③ Our funding decision process

Our staff will review bursary applications. Selections will be made based on the eligibility criteria and the applicant's potential to contribute to economic development in their community. Priority will be given to applicants from Indigenous and other equity-deserving groups. Once our staff complete their due diligence, they will recommend a funding decision to our CEO.

④ Understand your reporting and accountability requirements

Bursary recipients are required to submit a short report upon completion of conference or training program, detailing their experiences, and key takeaways. Funds will be disbursed upon submission of a financial report including receipts and proof of expenditure.

⑤ Your funding application is complete when you've submitted your Funding Application form

Please submit your application form and attachments by email to us:

- Subject: Funding Application: Bursary
- Email: info@islandcoastaltrust.ca

We will respond to confirm receipt of your completed funding application

PRIVACY AND CONFIDENTIALTY

We are committed to supporting your privacy and confidentiality and can help you with your privacy questions. Information you provide to Island Coastal Economic Trust is subject to the [Freedom of Information and Protection of Privacy Act](#). The information we require to fund projects is to fulfill our fiduciary duties for decision-making regarding the public funds entrusted to us. All documentation we receive from you is treated as confidential. Once funding for a project is approved, as outlined in (3) [Once Funding is Approved](#), we will work with you to publicly disclose summary information about your project.



108 – 50 Fourth Street Courtenay, BC V9N 1H3
250 871 7797 info@islandcoastaltrust.ca