**Les Dames d’Escoffier BC Chapter, Covid Relief Fund**

**Application Guide**

[Les Dames d’Escoffier BC Chapter’s](https://www.lesdames.ca/) mission is to inspire, advance and support women in food, beverage and hospitality to achieve excellence in leadership and philanthropy.

Les Dames d’Escoffier, BC Chapter (LDBC) has created a special $40,000 relief fund in response to the current COVID-19 crisis. Our funding priority is to assist established recognized non-profits, charities and social enterprises who provide support to women.

Please thoroughly read the **LDBC Relief Fund Grant Criteria** before applying. Applications that do not meet this criteria will not be accepted. Only organizations whose applications are under consideration will be contacted.

Available grants range from $500 - $5,000 with a total of $40,000 raised via fundraising events and private donations, including $20,000 from [Snow Cap](https://snowcap.com/).

**Philanthropic Calendar**

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| **February 11** | **Applications available online at** [**https://www.lesdames.ca/relief-fund/**](https://www.lesdames.ca/relief-fund/) |
| **March 31** | **Applications due by 5 pm PST** |
| **April 30** | **Funding recipients notified** |
| **May 15** | **Funds are distributed to recipients** |

**Guidelines**

Each applicant must fill out Sections one (I) (Background Information), two (II) (Funding Request) and three (III) (Funding Request Narrative) of the application.

**Criteria**

Our relief fund is available to those who distribute to, or are themselves not-for-profits, charities or social enterprises operating within the Province of British Columbia.

**Les Dames d’Escoffier British Columbia are primarily targeting organizations that:**

* Support women & their families
* Focus on, or support, food education, food security, food access, mentoring and training.
* Organizations with a history of delivering successful experiences and support.

**Evaluations and Follow-up**

Funding recipients are expected to report on their full use of the LDBC funds granted. Backup and/or audits may be requested.

Recipients of LDBC Relief Fund grants will be asked to submit a final one-page report in April 2022. All reports are mandatory and will be included in LDBC's own financial reports.

Any publicity or social media about the project should note LDBC as the funder.

More information regarding these reporting procedures will be given at the time funding recipients are notified.

Please send a PDF of your application to info@lesdames.ca

**with the email subject line:**

**LDBC Relief Fund (ORGANIZATION NAME)**

(i.e., *LDBC Relief Fund (Vancouver Farmers Market*))

Please email any questions regarding the application process to info@lesdames.ca **with the email Subject line: LDBC Relief Fund Inquiry**

Many thanks for your continued support of Les Dames d’Escoffier, our fundraising and philanthropic endeavors. Best of luck to all applicants.

Cassandra Anderton and Cate Simpson, Co-Presidents of Les Dames d’Escoffier BC Chapter