Program Process

New Westminster Community Grants
Community Partnerships Division

Updated: July 2025

Application Submission

Step 1	Begin by registering your account on the City's grant platform. Start by clicking here.
Step 2	Review the Community Grant Application Guide. Select your portfolio and subject area you will apply to. If you need clarification, please contact the appropriate portfolio Staff Advisor. Contact information can be found in the Application Guide under each portfolio subject area.
Step 3	Determine if you are applying for City Services (e.g. street closures, permits, police, engineering, traffic management etc.) Contact grants@newwestcity.ca no later than Friday, October 17, 2025, to request a City Services quote. If a City Services quote is provided to you but included in your application, City Services will not be awarded.
Step 4	Submit your application by October 27, 2025 via the grant platform. Late submissions will not be accepted. The application intake automatically closes at the deadline. Ensure your grant request is complete and double-check that you have included all the required documents, including the City Service Quote. To see what documentations are required, see page 20 in the Application Guide.

New Westminster

511 Royal Avenue
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604 521 3711
info@newwestcity.ca
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Application Review

November	Staff will conduct a preliminary review of your application submission to ensure it is complete. Staff may contact you to arrange a grant review meeting in order to better understand your grant request. Grants Advisory Committees, made up of community volunteers, will review, score, and comment on all applications. The committees will meet in-person to finalize their recommendations for funding.
December	In mid-December, applicants will be notified on the status of your application.
2026	Your organization does the important work that you do in and across the community. Activities must be completed by December 31, 2026; funds cannot be carried over to another year. Funds for eligible organizations will be distributed in January 2026. The final deadline for submitting your Grant Report Form is December 1, 2026.