

## 2018 Municipal Community Grants Program

### Contact Information

Organization

Contact Person

Phone

Fax

Email

- \$1,000 or less – in-kind only  
Request for in-kind contribution (waiving of fees; space; etc.) that amounts to less than \$1,000.
- Up to \$5,000 – cash and in-kind  
Requests for a maximum of \$2,500 cash and/or maximum of \$2,500 in-kind contributions to a combined maximum of \$5,000.

Cash grant amount requested \$ \_\_\_\_\_

In-kind contribution requested \$ \_\_\_\_\_

Grants will be decided by a Grants Committee of the County Community Foundation.

Name of Project/Program/Event

Specific Location (if applicable)

Where would this project fit best?

- Arts                       Culture  
 Environment             Health & Human Services  
 Heritage                     Recreation

### Purpose of Grants Program

To improve the well-being and quality of life of the community and its residents, through financial assistance to non-profit community based organizations which provide programs and services in the arts, culture, heritage, recreation, environment, health, and human services.

To promote the self-sufficiency of community non-profit groups and programs by encouraging those in receipt of funding from this grants program to become self-supporting.

Preference is given to new initiatives but a promising program may receive more than one grant in its early years provided there is evidence that the program is developing successfully. An established program may receive a grant when it faces a new opportunity or an unexpected problem.

### Eligibility

The Municipal Community Grants Program is open to:

- Non-profit organizations that support and provide programs and services in the following areas: arts, culture, heritage, recreation, environment, health and human services.
- Only one request per non-profit organization will be considered in a fiscal year.
- School boards; for-profit businesses; service clubs; sectarian, religious or political entities; and individuals are not eligible.
- All applicants are strongly encouraged to seek a consultation with the TCF in advance of preparing their application.

Electronic submission using the accessible PDF application is preferred. It can be worked on at the local public library computers.

This Municipal Community Grants Program will not fund any projects or groups under any of the following circumstances, where:

- the funding is considered primary and/or covers operation costs in day-to-day administration;
- activity takes place outside of PEC;
- grant is to fund a deficit or funding shortfall;
- the application and component pieces are deemed to be incomplete;
- provide endowment funds;
- any previously granted funds are not fully reconciled and all reports received;
- the applying organization does not meet eligibility criteria;
- annual fund drives and fundraising activities for sustaining support.

### Details about Program / Event

Please be specific about your event/program with details on location; frequency; etc.

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### Community Needs

How will the activity or service meet a community need? Does this community need align with the strategies of the Municipality and the County Community Foundation?

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### Full Project Budget

Please complete the full budget on the next page. If there are any notes to inform the Grants Committee please leave in this section.

*Please be as specific as possible about what the grant money / inkind will offset*

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### Similar Programs/Activities

Are you aware of other community groups involved in similar work? If so, please name them and explain briefly any relationship with them.

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### Additional Information to be Attached Electronically

Please use Acrobat Reader 11 or above to attach additional files electronically.

- The preceding and current year's annual financial statements and operating budget as prepared by an accountant or other qualified outside party, including an approved proposed budget for the year which the grant is requested. No need to include if applying for less than \$1,000 in-kind grant.
- Profile of applicant organization including: mission and program; current list of Board members including location of their primary resident (community name only); names of any key staff or volunteers who will be involved with this Grant and their experience that demonstrates capacity to deliver.

### Submit completed report to:

Suite 103, 280 Main St. Picton, ON K0K 2T0

T: 613.476.7901 x. 218

info@thecountyfoundation.ca

- All information is truthful, fair, and complete.
- I agree to all terms and that a final report with justification will be expected within 9 months of grant announcement; acknowledgment of grant funding in all promotional materials.
- I am authorized, by my organization, to bind it through the submission of this application.

Name

Date

**Application deadline is October 27, 2017 @ noon**

# Municipal Community Grants Program

Organization: \_\_\_\_\_ Name of Project/Program/Event: \_\_\_\_\_

	Description	Budget Amount (\$)	Confirmed or Projected	Actual Amount <i>(final report only if approved)</i>
<b>Revenues</b>				
Grant Request <i>(this process)</i>				
Government Assistance				
Fundraising				
Donations/Sponsorship				
Applicant Contributions				
Earned <i>(admission, tickets, fees)</i>				
In-Kind <i>(list specifics)</i>				
Other				
<b>Total Revenue</b>				
<b>Expenses</b>				
<i>Note: Please be specific about where grant request will be applied.</i>				
<b>Total Expenditures</b>				
<b>Net surplus/deficit</b> <i>(subtract revenue from expenses)</i>				