

The Carman Area Foundation

*Today's Needs
Tomorrow's Dreams*



2019 GRANT APPLICATION

1. AGENCY INFORMATION

Name of Organization:

Address:

Charitable Registration Number (Required):

Number of Employees:

Number of Members:

Year Established:

Primary Contact Person:

Title:

Phone Number:

Email:

Give a brief description of your organization including its main objective and its goals:

What is the main source of funding for the organization (grants, fundraisers, private donations, etc)?

When was the last time (year) your organization received a grant from the CAF:

If you received a CAF grant last year, have you submitted the required report?

Yes

No

ATTACHMENTS REQUIRED:

- A list of all officers of the Governing Board and all Directors
- A copy of the organization's most recent financials
- Project budget including estimates/quotations and any other income

For CAF use only:

Organization:

Project Name:

Amount Requested:

All attachments present?:

Amount Granted:

Notes:

2. GRANT REQUEST

Amount Requested: \$

Total Project Cost: \$

Starting Date:

Completion Date:

Project Title:

Provide a description of your project and include how the project relates to the overall goals and services of the organization.

Tell us how the project will benefit the community.

Describe the capacity of your organization to conduct the project and note any special staff or member qualifications.

Have you approached other sources for support?

Yes

No

Name:	Amount Requested:	Confirmed:	Unknown:

If more space is required, please feel free to attach additional pages.

If this project is successful, what financial resources will be available for its continuation?

How will the Carman Area Foundation be recognized in contributing to this project?

Has this project been authorized by the organization's governing body?

Yes

No

Date authorized:

THIS APPLICATION MUST BE ENDORSED BY THE PRESIDENT OR OTHER OFFICER OF THE AGENCY'S GOVERNING BODY:

Printed Name:

Title:

Signature:

Date:

Note: If submitting application electronically, this endorsement signature may be submitted by scanning, by hard copy separately, or by letter. Please indicate on form.

Please submit one (1) copy of your application (pages 1-3) and supporting documents by mail to:

Carman Area Foundation Inc.

PO Box 160

Carman, MB R0G 0J0

OR

Download the form and fill it out electronically. Save and email it to:

exedir@carmanareafoundation.com

OR

Drop it off at the Town Of Carman Office

Application Deadline is: **4:00 p.m. on FRIDAY, FEBRUARY 15th, 2019**

If you have any questions, please contact Foundation Executive Director Fred Colvin at 204-745-6947 or

email at exedir@carmanareafoundation.com

Website: www.carmanareafoundation.com

If more space is required, please feel free to attach additional pages.

Application Guidelines

- Grants are made annually.
- Notwithstanding this, the Board may choose to defer payment, or to carry forward payment, into subsequent years.
- Grants are made to registered charities.
- Recipient organizations must demonstrate a strong and committed board, fiscal responsibility and effective management.
- Grant recipients will be required to complete a grant report showing accountability for the use of the funds within one year. Failure to complete this report may result in denial of future fund applications.
- Projects must benefit primarily the people of the “Community” (defined as R.M.s of Grey, Roland, Dufferin, Town of Carman and the community of Sperling).
- Applicants must establish that there is a need for their project.
- Grants are awarded for definite purposes and for projects covering a specific period of time. Grants for ongoing operational funding are not preferred, but may be considered at the discretion of the Board.
- Applicants requesting funding for capital projects must demonstrate ongoing ability to operate and maintain the asset.
- Matching or challenge grants may be made in appropriate circumstances.
- Frequency of grants to any one organization may be limited in order to assure equitable access to support for all organizations.
- Grants to organizations that serve a broader community than that served by Carman Area Foundation may be considered if the proposed project is deemed to benefit the people in Carman Area Foundation communities.
- When approving grants, the Board may consider:
 - The likelihood of the project to meet CAF donor wishes and interests.
 - The ability of the applicant organization to fund its own activities.
 - The vulnerability/need of the constituency that the application serves (e.g. children, seniors, persons with disabilities).
 - The likelihood of the project proceeding without CAF funding.
 - The question of whether CAF funding is crucial to the organization’s ability to leverage other support.
 - The number of people who might potentially benefit.
 - The influence the project may have on the future of the community.
 - Geographic distribution of projects being adjudicated.

Preference is given to projects which:

- Benefit the whole community.
- Encourage more efficient use of community resources.
- Demonstrate new approaches and techniques in the solution of community problems.
- Promote cooperation and sharing among organizations, eliminating duplication of services.
- Effectively utilize volunteer participation.
- Strengthen an organization’s capacity to be sustainable.

Grants are not made to/for:

- Individuals
- Political activities
- Establish or add to endowment funds
- Annual fund drives
- Direct religious activities
- Mortgages or deficit reduction
- Specific medical or scientific research projects
- Scholarships or bursaries
- Projects completed before the grant decision takes place.