

GRANT APPLICATION – 2013

1. AGENCY INFORMATION

NAME

ADDRESS

TOWN/RM POSTAL CODE

PHONE E-MAIL

NUMBER OF EMPLOYEES NUMBER OF MEMBERS

REVENUE CANADA CHARITABLE TAX NUMBER

ATTACHMENTS (“x” indicates items attached. If not attached provide explanation.)

List of officers of the Governing Board and all Directors

Income and expense budgets

Last fiscal year

Current fiscal year

2. GRANT REQUEST

Amount Requested

Starting Date Project Duration

Project Title

3. PROJECT BUDGET – Attach a detailed project budget indicating anticipated income and costs by category.

4. Provide a brief description of your project and the relationship of the project to the overall goals and services of your organization.

Carman Area Foundation Inc.

5. Tell us how the project will benefit the community.

6. Describe the capacity of your organization to conduct the project and note special staff qualifications.

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

8. Have you approached other sources for support? Yes No

If yes, please list those approached indicating level of support obtained.

Carman Area Foundation Inc.

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

10. Has this project been authorized by your agency's governing body?

Yes No When?

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

Name of Official or Electronic Signature

Title

NAME OF INDIVIDUAL WHO CAN PROVIDE FURTHER INFORMATION:

Name

Title

Telephone

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

Carman Area Foundation Inc.
P.O. Box 160
Carman, MB R0G 0J0

OR

Download form, fill it out electronically, save it, then e-mail it to
exedir@carmanareafoundation.com

OR

Drop it off at the Town of Carman office in the Carman Memorial Hall

Application Deadline is 4:30 p.m. on Friday, February 15, 2013

If you have any questions please contact
Foundation Executive-Director Brian Morrison at 745-3993 or e-mail at
exedir@carmanareafoundation.com

Website: www.carmanareafoundation.com

Application Guidelines

- Grants are made annually.
- 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.