

ROBLIN DISTRICT COMMUNITY FOUNDATION

2019 GRANT APPLICATION

PLEASE NOTE THAT ALL INFORMATION REQUESTED ON THIS APPLICATION MUST BE FILLED IN OR ATTACHED TO BE CONSIDERED FOR A GRANT.

Name of organization _____

CHARITABLE REGISTRATION # _____ RR0001 (Required)

If not a registered charitable organization, please complete the attached *Confirmation of Written Agreement* between a registered charity and a non-profit organization

Mailing Address _____

Telephone _____ Fax _____

Primary contact person & title _____

Telephone _____ Email _____

Grant Amount Requested \$ _____



IF YOUR GROUP DOES NOT RECEIVE THE *FULL AMOUNT* REQUESTED, WILL THIS PROJECT STILL PROCEED? _____ YES _____ NO

Project summary (describe project in 2-3 sentences)

This application must be signed by a Member of the Board of Directors from your organization (Chair / President, Vice-chair / Vice-president or Treasurer)

Signature

Title

Date



Project Description

Please provide the following information: (Attach extra sheets if necessary)

1. Activities of the Organization (Brief description of what organization is about)
2. Describe the project and how this project will benefit Roblin and District residents
3. Cite evidence of need for the project, stating its significance to the community
4. Describe the involvement of members of your community and other organizations in the development and implementation of the project and any fundraising events that are planned to help fund this project
5. Provide an estimated cost of the project with quotes from more than 1 supplier or actual costs if project has been completed in the current year.
6. Estimated completion date of project
7. Identify sources of financial support for the ongoing operating costs

Please also include these attachments

1. List of Board of Directors and Officers
2. Most recent audited financial statements / annual report
3. Current income statement for the current fiscal year

Project *MUST* be completed within one year.

Proof of payment upon project completion (eg. receipts) are required by the Roblin District Community Foundation.

Deadline for application is April 30, 2019

Mail completed application and required information to:

**Roblin District Community Foundation Inc.
Box 1599
Roblin MB R0L 1P0**

or email to:

r_d_c_f@outlook.com

Please note that applications will **ONLY** be accepted by mail or email to the above addresses, and must be received by the due date of April 30.

The Roblin District Community Foundation is restricted by the Income Tax Act to only make grants to organizations that are Qualified Donees.

Non-profit organizations that do NOT have a charitable registration number can apply only through a qualified donee with which they have a formalized partnership through a written agreement.

Eligible qualified donees include:

- registered charities;
- registered Canadian amateur athletic associations;
- registered housing corporations resident in Canada constituted exclusively to provide low-cost housing for the aged;
- registered Canadian municipalities;
- registered municipal or public bodies performing a function of government in Canada.

A partnership form is provided below and ***IS REQUIRED*** to be filled out if your group does not have a **Charitable Tax Registration Number**.

**CONFIRMATION OF WRITTEN AGREEMENT
BETWEEN A QUALIFIED DONEE AND A NON-PROFIT ORGANIZATION**

In compliance with the recommendations of the Income Tax Act, this is to confirm that:

NAME OF QUALIFIED DONEE: _____

Mailing Address: _____ Phone Number: _____

HAS ENTERED INTO A FORMAL WRITTEN AGREEMENT WITH:

NAME OF NON-PROFIT ORGANIZATION: _____

(This is Your organization)

Mailing Address: _____ Phone Number: _____

To take on the Project of _____

As part of its own activities and in keeping with its mandate.

Authorized signing Officer on
behalf of ***Qualified Donee***

Date

QUALIFIED DONEE'S CHARITABLE REGISTRATION NUMBER _____ RR0001

(This is not applicable if the Qualified Donee is a Municipality)