

Boissevain and Morton
FOUNDATION

Box 1075, Boissevain,
Manitoba R0K 0E0
Phone: 1-204-534-8161



United in celebration
Unis dans la fête

BUILD 150 GRANT APPLICATION GUIDELINES

The “**Build 150**” is a “one-time” boost to the community. The Build 150 will provide \$20,000 with a matching \$20,000 from the Boissevain and Morton Foundation, giving a total of \$40,000 available for granting. **The project must be completed in 2020.**

Build 150 Grant Guidelines

The Build 150 grant(s) are to be used on one or more projects in the Boissevain-Morton Municipality. Special consideration will be made for projects that will have a lasting presence in the community and will have an impact on the largest number of residents and projects should be as inclusive as possible.

Some examples of projects that could be eligible for a Build 150 grant include

- Amenities for a public space (park bench, bike racks, public art, etc.)
- Equipment for a community space (community centre, medical facility, etc.)
- Revitalization of something with historical significance (statue, building, etc.)

The funded project must be carried out by a Canadian “qualified donee”. Examples include:

- Registered charities;
- Rural municipality, city and / or town;
- Church or religious institution (so long as they are a registered charity and the project broadly benefits the community, not just the congregation and is not for religious proposes);
- A registered Canadian amateur athletic association

Project proposals **NOT** eligible for funding are those that:

- a) Support day-to-day operating expenses of established organizations or programs. (Examples include but are not limited to: building rent, utility payments, office supplies, staff salaries and wages, etc.)
- b) Purchases & expenses already incurred;
- c) Establish or add to endowment funds;
- d) Support religious organizations;
- e) Promote political activities or support advocacy initiatives;

In order to accomplish these objectives effectively and efficiently, the Foundation has developed a thorough review process for grant applications. The granting guidelines and application are as follows.

1. Name of Registered Charity: _____

Address: _____

Email: _____

(Project must benefit primarily the people of Boissevain & the Rural Municipality of Morton)

2. Project Description & Objectives: _____

Project Significance to Boissevain & Morton area: _____

3. Manitoba 150 Grants are awarded for definite purposes and for projects completed by December 31, 2020.

Expected Completion Date: _____

4. All applicants will be required to complete a Manitoba 150 grant application form. **They must ALSO supply an audited financial statement or a most recent bank statement with a financial report (Form D), plus an itemized quote for the project along with the grant application.** A meeting with Foundation Directors may be required.

Amount Requested: _____

When are Funds Required: _____

Total Project Cost: _____

In the event your organization receives less than requested, what are other sources of funding (if any):

Before funds are dispersed, successful applicants are required to:

1. Submit bills supporting their grant.
2. Submit a high resolution digital photo of the completed project (this photo may be used for future advertising).
3. Publicly recognize our contribution through signage at recipient's expense as per Manitoba 150 approved guideline.

*Contact Name of applicant for further information: _____

*Phone: _____

**Contact name and phone contact is mandatory requirement to be considered for grant.*

Signature: _____

Executive Name: (Pres., Principal, Board Member) _____

Executive Signature: _____

Did you remember to include:

- Grant application (FORM A)**
 - Registered / Charity form (FORM B)**
 - Itemized quote of project (FORM C)**
 - Audited Financial statement**
- OR**
most recent bank statement with FORM D

Manitoba 150 Grant Application Deadline:

January 31, 2020

Applications may be **mailed**, postmarked no later than the above application deadline and forward to the below address

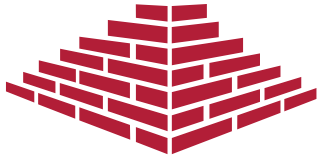
OR dropped off before the deadline at

Boissevain & Morton Foundation Inc.

c/o Raylene Conway-Smith, Executive Director

418 South Railway

Box 1075, Boissevain, Manitoba R0K 0E0



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Boissevain and Morton FOUNDATION

If you have any questions please contact the Foundation.

The Boissevain & Morton Foundation Inc. is restricted by the Income Tax Act to make grants only to non-profit organizations with Revenue Canada Charitable Registration Numbers (RC) or other qualified Donees under the Income Tax Act.

Non-profit organizations (NPO) who do not have a charitable registration number can only apply through an RC with which they have a formalized partnership (through a written agreement), a history of collaboration and a similar mission and vision.

Please note: If there is no written agreement, the RC may not be able to clearly establish that a project is charitable and that it is carrying on activities in keeping with its mandate. This could jeopardize the charities registered status under the Income Tax Act.

The RC must submit the application on behalf of the NPO. Application submitted on behalf of an NPO require confirmation that a written agreement is in place. The project grant, if approved, will be made out to the RC for disbursement to the NPO.

Please submit confirmation of written Agreement by completing the form below.

Confirmation of a Written Agreement Between A Registered Charity and a Non-Profit Organization

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

Name of Registered Charity: _____

Address: _____

Name of Non-Profit Organization: _____

Address: _____

To take on the Project _____
title

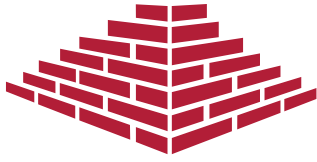
as part of its own activities and keeping with its mandate.

X _____
Signature of Chairperson of the Supporting Charity (example: Town of Boissevain or T.M. School Division)

Registered Charity and Number: _____ # _____

Date: _____

For more detailed information: Canada Revenue Agency: www.cra-arc.gc.ca/tax/charities or call 1-800-267-2384



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**manitoba
150**

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Grant Application Budget Sheet

APPLICANT (Agency)

PROJECT DESCRIPTION

DATE

*** Project Expenses**

Equipment & material purchases

Source	Amount
	\$ 0.00

sub total \$ 0.00 A

*

Contracts, Rentals and
other cash outlays

Source	Amount

sub total \$ 0.00 B

Total cash expenses

A+B \$ 0.00 C

***Required: Attach estimate sheet(s) with this budget sheet
from supplier for equipment, material and services**

Supporting Document Example: Grant Application - Organization Financial Statement

This document provides an example of a community organization financial statement. When applying for a Boissevain & Morton Foundation Grant, organizations are required to submit a financial statement. If your organization is unsure of what to include in its financial statement, use the following example as a guide.

ORGANIZATION NAME	
STATEMENT OF REVENUE AND EXPENSES YEAR ENDED _____	
Opening balance, beginning of year	\$
Revenue	
Fundraising	\$
Donations	\$
Grants	\$
Membership Fees	\$
Rentals	\$
Total	\$
Expenses	
Rent	\$
Utilities	\$
Insurance	\$
Postage & Stationery	\$
Telephone	\$
Salaries & Benefits	\$
Maintenance & Repairs	\$
Taxes	\$
Equipment & Furniture	\$
Total	\$
Closing balance, end of year	\$