



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

Boissevain and Morton FOUNDATION

If you have any questions please contact the Foundation.

GRANT APPLICATION GUIDELINES

The objectives of the Community Foundation of Boissevain & Morton are:

- a) To support family well being;
- b) To promote the development of children, youth and senior programs;
- c) To assist and promote the arts, culture, heritage and sports activities;
- d) To advance education;
- e) To support and advance the provision of medical services;
- f) To support the enhancement of the environment;
- g) To support social programs;
- h) To support and advance other community activities or facilities of a charitable nature.

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 Non-Profit Charity: _____
 Charity # _____ If not a registered charity, must complete and submit FORM B.
 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. Grants are awarded for **definite purposes** and for projects completed by August 31 of the following year.

Expected Completion Date: _____

4. All applicants will be required to complete a 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, does your organization have access to other funds for this or other potential projects? If yes, please specify:

5. Partial Funding. Would your organization be able to continue the initiative if you were to receive only partial funding in support of your request? [] yes [] no

If yes please elaborate: _____

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

A presentation of grants will be held in November 2021

We require 2 to 3 members from each organization requesting funding to be in attendance that evening.

TWO SIGNATURES REQUIRED.

(1) _____
Contact name of applicant and title. Signature of applicant

Contact phone # _____ *Name and phone contact is mandatory to be considered for grant.*

(2) _____
Executive representative name and title Signature of executive representative

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
- [] Any other relevant supporting documents
to enhance your application

**Application Deadline:
October 6, 2021**

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