



Kiwaniis Club of Winnipeg Inc.
Community Support Fund

Application Information

Name of Organization: _____

Address: _____ City: _____ Postal Code: _____

Telephone: _____ Fax: _____ Email: _____

Year Established: _____ Financial Year End: _____

Charitable Number _____ No. of Volunteers _____ No. of Staff _____

Primary Contact Person: _____ Phone: (____) _____

Email: _____

Chairperson: _____ Phone: (____) _____

Email: _____

Grant Request

Amount requested:

This application **MUST** be signed by the Chairperson AND a 2nd member of the Executive acknowledging that the information is accurate, complete and endorsed by the organization that you represent AND you agree to provide full accounting of any monies granted.

Chairperson: _____ Signature: _____ Date: _____

Executive Member: _____ Signature: _____ Date: _____

See page 2 for application details.

Grant Guidelines

Eligibility

Organizations eligible for a grant will fit into the following criteria:

- Organizations dealing with children and family issues.
- Registered charity.
- Winnipeg based and serves the City of Winnipeg population.
- Faith based applications will only be accepted if the project impacts the community and is not related to promoting the faith.
- Preference will be given to organizations with limited personnel and financial resources.

Project Description (maximum 500 words)

Please provide the following information:

1. Describe the project, including the purpose of the project and goals.
2. Describe the need for the project.
3. Provide a detailed budget, indicating whether funds are used for program and/or capital costs (equipment, furniture, etc.). Request for capital costs must include two quotations.
4. Identify sources of financial support for the ongoing operating costs of the project.

Organization Information (maximum 500 words)

Briefly provide the following information:

1. What is the purpose of the organization?
2. Describe how and to what extent volunteers are used in your organization.
3. What services are provided? (Include target population, and number of people served)
4. What is the annual operating budget?
5. Who are the major operational funders?
6. A final report must be submitted at the conclusion of the project.

Application Checklist: The following items must be included in your application:

- Completed application.
- List of Board of Directors and Officers.
- Organizational information (see details above)
- Project description (see details above)
- Project budget.
- Income and expense statement budget for the current fiscal year.
- Latest year end approved financial statements.

Application Submission:

Applications must be submitted to the
Kiwanis Club of Winnipeg Inc., 430 Webb Place, Winnipeg, MB R3B 3J7
by **5:00 pm January 31, 2018.**