



# GRANT APPLICATION

1. APPLICANTS MUST COMPLETE THIS APPLICATION FORM IN ITS ENTIRETY AND INCLUDE ANY ATTACHMENTS AS REQUESTED IF AVAILABLE. IF NOT AVAILABLE, PLEASE NOTE ON THE APPLICATION.
2. ORGANIZATIONS MAY REQUEST FINANCIAL ASSISTANCE ONLY **ONCE** PER CALENDAR YEAR.
3. UNSUCCESSFUL APPLICANTS MAY APPLY AGAIN IN THE NEXT INTAKE.
4. APPLICANTS MUST SELECT **ONE** IMPACT AREA FOR THEIR PROJECT/EVENT. APPLICATIONS THAT IDENTIFY MORE THAN ONE IMPACT AREA WILL NOT BE CONSIDERED.
5. APPLICATIONS WILL BE REVIEWED FOR COMPLETENESS. APPLICANTS WILL BE ASKED TO PROVIDE ANY MISSING INFORMATION, WHICH MUST BE RECEIVED BY THE WSLF ADMINISTRATOR BEFORE THE APPLICATION IS PRESENTED TO THE BOARD OF DIRECTORS.
6. THE BOARD OF DIRECTORS WILL CONSIDER ALL APPLICATIONS BASED ON THE ELIGIBILITY GUIDELINES AND INFORMATION PROVIDED ON THE APPLICATION. THE BOARD WILL MAKE THE FINAL DECISION CONCERNING ANY SUPPORT. ALL DECISIONS ARE FINAL.
7. ALL CANDIDATES WILL BE INFORMED OF THE BOARD DECISION WHETHER SUCCESSFUL OR NOT BY EMAIL WITHIN ONE (1) MONTH OF THE INTAKE DEADLINE.
8. **NEW:** DUE TO THE COVID-19 PANDEMIC, FINANCIAL REQUESTS MUST NOT EXCEED THE MAXIMUM REQUEST OF **\$25,000**.
9. FOR THE CURRENT INTAKE PERIOD, PRIORITY WILL BE GIVEN TO GROUPS OR CLUBS REQUIRING SUPPORT AS A RESULT OF LOSSES SUFFERED DUE TO COVID-19.
10. UPON APPROVAL OF THE GRANT BY THE BOARD OF DIRECTORS, THE TOWN OF WHITCHURCH-STOUFFVILLE WILL PRODUCE THE CHEQUES AS DIRECTED – PLEASE NOTE THE TOWN OF WHITCHURCH-STOUFFVILLE IS SOLELY THE ADMINISTRATOR OF THE BANK ACCOUNT FOR THE WHITCHURCH-STOUFFVILLE LEGACY FUND AND HAS NO JURISDICTION OVER THE DISBURSEMENT OF THE FUNDS.

## **IMPACT AREAS**

**TO BE ELIGIBLE FOR FUNDING, ORGANIZATIONS MUST DEMONSTRATE IMPACT IN ONE OF THE FOLLOWING SIX AREAS:**

- 1) **HEALTHY COMMUNITIES:** Promoting healthy, active living in Whitchurch-Stouffville, to make it more safe, enjoyable, and accessible, and to increase levels of physical activity through structured and unstructured activities.

Examples of projects/events for Healthy Communities:

- Purchase of equipment and improvement of infrastructure for physical activities.
- Programs to help people become more active.
- Training for coaches, officials, and volunteers.

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- 2) **CONNECTED COMMUNITIES:** Creating a more inclusive Whitchurch-Stouffville, to help people feel like they belong in the community, give people a say in what happens, and provide opportunities to participate in organized and informal social activities.

Examples of projects/events for Connected Communities:

- Programs to help isolated people get more connected with others.
- Building accessible physical space that allows community members to gather.
- Programs that provide training on, or support diversity and inclusion.

- 3) **SUSTAINABLE COMMUNITIES:** Encouraging a healthy and sustainable environment in Whitchurch-Stouffville, to help protect, conserve, and restore green spaces, and to enable people to connect with nature and understand their relationship with it.

Examples of projects/events for Sustainable Communities:

- Building or maintaining public gardens and other community green spaces.
- Providing education on sensitive environmental habitats and species.
- Programs to help people connect with the environment and understand their impact on it.

- 4) **CREATIVE COMMUNITIES:** Enriching the Whitchurch-Stouffville community through arts, culture or heritage, to give people the opportunity to experience enjoyable and relevant programs and events, and to encourage active participation in creative activities.

Examples of projects/events for Creative Communities:

- Building, restoring, or maintaining public facilities or artifacts.
- Programs to help people receive arts-related skills and training.
- Installations of public art or events.

- 5) **GENERATIONAL COMMUNITIES:** Supporting the well-being of Whitchurch-Stouffville's children, youth & seniors, to give young people the knowledge, opportunities and skills they need to develop into adulthood, and to provide children, youth and seniors the opportunities to connect with each other and the broader community.

Examples of projects/events for Generational Communities:

- Youth-led initiatives to address community issues and engage their peers.
- Programs to help children and youth develop positive support networks with adults.
- Programs to help children and youth connect with isolated seniors.



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- 6) **PROSPEROUS COMMUNITIES:** Demonstrates economic or other benefit to the Whitchurch-Stouffville community, to support people experiencing vulnerability to meet their basic needs, and to help build the financial knowledge, skills, and tools that will allow people to thrive.

Examples of projects/events for Prosperous Communities:

- Programs to support basic needs (food, housing, etc.)
- Financial literacy training for children, youth, and adults.
- Programs to help people access employment or learn how to start a small business.

**DEADLINE TO APPLY IS FRIDAY, OCTOBER 29, 2021 @ 4:00 PM**

PLEASE SUBMIT YOUR COMPLETED APPLICATION BY EMAIL TO [GRANTS@WSLEGACYFUND.COM](mailto:GRANTS@WSLEGACYFUND.COM)

NEED HELP? HAVE QUESTIONS? EMAIL [GRANTS@WSLEGACYFUND.COM](mailto:GRANTS@WSLEGACYFUND.COM)



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## SECTION A: APPLICANT INFORMATION

PROJECT/EVENT NAME: \_\_\_\_\_

PROJECT/EVENT DATE(S): \_\_\_\_\_

ORGANIZATION NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PRIMARY CONTACT: \_\_\_\_\_ PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SECONDARY CONTACT: \_\_\_\_\_ PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

### **A.1 PLEASE SELECT ONE IMPACT AREA THAT BEST ALIGNS WITH YOUR PROJECT/EVENT:**

HEALTHY WS  CONNECTED WS  SUSTAINABLE WS  CREATIVE WS  GENERATIONAL WS

PROSPEROUS WS

## SECTION B: ORGANIZATION INFORMATION

### **B.1 BRIEFLY DESCRIBE THE MANDATE/MISSION STATEMENT OF YOUR ORGANIZATION:**

### **B.2 ORGANIZATION TYPE**

INCORPORATED NOT-FOR-PROFIT  NOT-FOR-PROFIT COLLECTIVE

REGISTERED CHARITY  OTHER: \_\_\_\_\_

DATE FORMED: (IF APPLICABLE) \_\_\_\_\_ DATE INCORPORATED: (IF APPLICABLE) \_\_\_\_\_

**B.3 APPROXIMATELY HOW MANY PEOPLE WILL BE IMPACTED BY THIS PROJECT/EVENT?** \_\_\_\_\_



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**B.4 WHAT % OF THOSE IMPACTED ARE TOWN OF WS RESIDENTS? \_\_\_\_\_**

**B.5 PLEASE LIST THE BOARD OF DIRECTORS OF YOUR ORGANIZATION:(IF APPLICABLE)**

## SECTION C: PROJECT/EVENT INFORMATION

**C.1 CLEARLY DESCRIBE YOUR PROJECT/EVENT AND HOW THE GRANT DOLLARS WILL BE SPENT.**



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**C.2 PLEASE DESCRIBE THE EXPECTED RESULTS OF THE PROJECT/EVENT AND HOW IT WILL BENEFIT THE COMMUNITY OF WHITCHURCH-STOUFFVILLE AND ITS RESIDENTS:**

**C.3 PLEASE EXPLAIN HOW YOUR PROJECT/EVENT AND ACTIVITIES ALIGN WITH THE IMPACT AREA YOU SELECTED:**

## SECTION D: FUNDING/FUNDRAISING

**D.1 FINANCIAL REQUEST (MAXIMUM \$25,000) \$\_\_\_\_\_**

**D.2 FOR THIS PROJECT/EVENT, HAS FUNDING BEEN REQUESTED OR RECEIVED FROM OTHER SOURCES, INCLUDING GRANTING AGENCIES, CORPORATIONS, CHARITIES OR OTHER LEVELS OF GOVERNMENT?**

YES  NO



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IF YES, PLEASE INDICATE HOW MUCH AND FROM WHAT SOURCES:

D.3 BRIEFLY DESCRIBE ANY OF YOUR ORGANIZATION'S PLANNED FUNDRAISING ACTIVITIES FOR THIS YEAR, AND PLEASE HIGHLIGHT THOSE WHICH ARE SPECIFIC TO THE PROPOSED PROJECT/EVENT.

D.4 INDICATE HOW THE REQUESTED FUNDS WILL BE SPENT. INCLUDE ITEMIZED COST ESTIMATES FOR EACH ASPECT OF THE PROJECT/EVENT THAT THE FUNDING WILL SUPPORT (E.G. PROGRAM SUPPLIES, ADVERTISING, RENTALS, ETC.)

ITEM	COST (\$)

D.5 IF THE WSLF CAN ONLY FUND A PORTION OF THE FULL AMOUNT REQUESTED, HOW WILL THE PROJECT/EVENT BE IMPACTED?



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## SECTION E: FINANCIAL INFORMATION

**E.1 DOES YOUR ORGANIZATION HAVE FORMALLY PREPARED FINANCIAL STATEMENTS?**

YES  NO

**IF YES, THE MOST RECENT STATEMENTS MUST BE ATTACHED TO THIS APPLICATION. IF NO, PLEASE INCLUDE SOME RECORD OF CURRENT FINANCIAL STATUS DETAILING ANNUAL REVENUES & EXPENSES.**

## SECTION F: DECLARATION

- I have read and agree to all the regulations, terms and conditions of funding as outlined in the Grant Application and Application Instructions documents.
- To the best of my knowledge, the information provided herein is true.
- I acknowledge that all decisions of the Board of Directors are final.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title / Position: \_\_\_\_\_

Date: \_\_\_\_\_