

Applying for a Grant

The Beautiful Plains Foundation Inc. was established in 1994.

The Mission Statement of the Beautiful Plains Community Foundation Inc. is:

To preserve and advance the quality of life in the Community by developing permanent endowment funds, making responsible grants and acting as a catalyst for Community philanthropy and leadership.

The "Community" will encompass the Town of Neepawa, the Unincorporated Village of Brookdale and the Rural Municipalities of Rosedale, Langford, Lansdowne and Glenella or their successors.

In order to accomplish the Foundation's mission effectively and efficiently, the staff and Board of Directors have developed a thorough review process for grant applications. The granting guidelines are listed here for review prior to completing an application form:

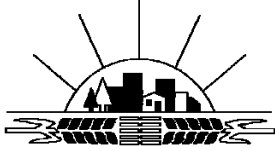
<ul style="list-style-type: none">• Grants are made to registered charities.• Organizations must demonstrate a strong and committed board, fiscal responsibility, and effective management.• Projects must benefit primarily the people of the "Community" (as defined).• Applicants must establish that there is a need for their project.• Grants are awarded for definite purposes and for projects covering a specific period of time.• Capital requests must include a maintenance and replacement plan.• Pilot or demonstration projects must include provision for evaluation and a realistic plan for financial viability beyond the pilot stage• Matching or challenge grants may be made in appropriate circumstances to stimulate response from other sources.	<ul style="list-style-type: none">• Preference is given to projects which:<ul style="list-style-type: none">-benefit the whole community-encourage more efficient use of community resources.-demonstrate new approaches and techniques in the solution of community problems.-promote cooperation and sharing among organizations, eliminating duplication of services.-promote volunteer participation.-strengthen management capabilities.• Grants are not made to or for:<ul style="list-style-type: none">-individuals.-annual fund drives.-establish or add to endowment funds.-political activities.-direct religious activities.
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Return completed form and attachments to:

Beautiful Plains Community Foundation Inc., Box 486, Neepawa Manitoba R0J 1H0

**BEAUTIFUL PLAINS
COMMUNITY FOUNDATION INC.**

Established in 1994



**GRANT
APPLICATION**

1. Agency Information

Name _____

Address _____ Email _____

Postal Code _____ Telephone _____ Fax _____

Year Established _____ Number of Employees Full time _____ Part time _____

Revenue Canada Charitable Registration Number _____

Attachments

(x indicates items are attached. (NOT ALL ITEMS MAY BE APPLICABLE. EXPLAIN IF NOT AVAILABLE.)

____ A1. Brief description of mission, goals and objectives of the organization, services provided, target population, geographic area served and the number of people served last year.

____ A2. List of Board of Directors and Officers.

____ A3. Most recent audited financial statements and annual report.

A4. Income and expense budgets for:

____ Last fiscal year

____ Current fiscal year

____ Next fiscal year

____ A5. Most recent interim financial statements for the current year

____ A6. A recent newsletter and/or brochure

2. Grant Request

Amount Requested _____ When are funds needed? _____

For Foundation Use Only	
Application # _____	Date Received _____

Type of grant requested:

_____ One-time capital project

_____ Special or demonstration project

_____ General operating support

Duration of project _____ Projected starting date _____

3. Attachments

(note: Attachments should be identified but need not be on separate pages. Mark an x for attached items)

_____ A7. A brief statement of the purpose, goals and objectives of the project or capital acquisition, and its relationship to the overall goals of the organization.

_____ A8. Cite evidence of the need for the project, stating its significance to the "Community".

_____ A9. Describe consultations held with other organizations or experts in this field.

_____ A10. Indicate how you will measure outcomes - ie the success of the project in relation to its goals and objectives.

_____ A11. Outline the capacity of your group to conduct the project.

_____ A12. Complete a **detailed project budget** (page 4 of grant application). Include copies of **at least two quotations** for capital acquisitions.

_____ A13. List other funding sources approached for support and responses to date.

_____ A14. Identify sources of financial support for the ongoing operating costs to implement a successful demonstration project, or those related to the capital acquisition.

4. Authorization

_____ Has your organization authorized this grant application? _____ When? _____

_____ This application must be signed by the Chairperson, President or Treasurer of the organization (group)

Signature _____ Title _____

Primary contact for further information:

Name _____ Telephone _____

Receipt of a grant application will be acknowledged. A meeting with a Foundation Board member(s) may be required during the review process and reference sources will be consulted concerning your application. The review process may take 2 or 3 months.

PROJECT BUDGET for GRANT APPLICATION

Project Expenditures

<u>Items</u>	<u>Cost</u>
Salaries/benefits	\$ _____
Professional fee/honoraria	\$ _____
Capital (specify)	\$ _____
_____	\$ _____
_____	\$ _____
Other (specify)	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total Project Expenditures	\$ _____

Project Funding

<u>Sources of Revenue</u>	<u>Assured</u>	<u>Potential</u>	<u>Contact/Telephone</u>
Requested from the Beautiful Plains Community Foundation:	\$ _____	\$ _____	
Funding on hand:	\$ _____		
Other Foundations:			
_____	\$ _____	\$ _____	_____
_____	\$ _____	\$ _____	_____
Government(specify):			
_____	\$ _____	\$ _____	_____
_____	\$ _____	\$ _____	_____
Other (specify):			
_____	\$ _____	\$ _____	_____
_____	\$ _____	\$ _____	_____
_____	\$ _____	\$ _____	_____
Total Project Revenue:			\$ _____

Note: Total Project Expenditures must equal Total Project Revenue