



MOFFAT FAMILY FUND FORT FRANCES APPLICATION FORM



Date of Application: _____

Name of Organization: _____

Address: _____

City/Town: _____ Postal Code: _____ Telephone: _____

Number of Employees: _____ Website: _____

Charitable Registration #: _____

Contact Person & Title: _____

Address (if different from above): _____

City/Town: _____ Postal Code: _____ Telephone: _____

Fax: _____ E-mail address: _____

1. a. Has the organization received a grant from The Winnipeg Foundation in the last five years? Yes No
b. If you answered yes to 1. a., was the final report on the project sent to the Foundation? Yes No

2. Purpose of the Organization:

3. What services are provided by the Organization? (include target population, geographic area served and number of people served)

4. What is the organization's annual operating budget? \$_____

5. Who are the major operational funders of the organization?

Dollar Amount Requested for this Project: \$_____

Project Summary (in 2-3 sentences, briefly describe your project):

This application must be signed by a Member of the Board of Directors of your organization.
(Chair / President, Vice-Chair / Vice-President or Treasurer)

Signature

Title

Please provide 8 copies of this application form and all supplemental material requested to:

Karyn Haney, Deputy Clerk
Town of Fort Frances
320 Portage Avenue
Fort Frances, ON P9A 3P9
Contact by Phone: 807-274-5323 ext. 1212
Contact by Fax: 807-274-8479
Contact by E-mail: khaney@fortfrances.ca

In addition to the information gathered on the previous Grant Application page, organizations must provide the following for consideration:

- Project Description
 1. Describe the project, including the purpose of the project and goals.
 2. Describe the involvement of members of your community and other organizations in the development and implementation of the project.
 3. Cite evidence of need for the project, stating its significance to the community.
 4. Indicate how you will measure the success of the project and how it will strengthen your community.
 5. Provide a detailed budget indicating costs by category. Include copies of at least two quotations for capital acquisitions, and other funding sources approached for support and responses to date.
 6. Identify sources of financial support for the ongoing operating costs.
- List of Board of Directors and Officers
- Most Recent Audited Financial Statements and annual report
- Income and expense budget for the current fiscal year
- One recent agency/organization newsletter or brochure

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

The Winnipeg Foundation is restricted by the Income Tax Act to make grants only to organizations that are Registered Charities (RC).

Non-Profit Organizations (NPO) which do not have a Registered Charity number can only apply through a 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 status of the RC under the Income Tax Act.

The RC must submit the application on behalf of the NPO. Applications 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.

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

Name of Registered Charity _____

Address _____

Registered Charity # _____

Has entered into a formal written agreement with:

Name of Non-Profit Organization _____

Address _____

To take on the project, _____
name of project

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

President / Chairperson of Registered Charity

Date

For more detailed information:

Canada Revenue Agency: Using an Intermediary... - Co-operative participants or call 1-800-267-2384