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Ajax Community Fund @ Durham Community Foundation Grants Application Form Grantmaking made possible by the Town of Ajax

Getting Started

Are you a registered charity?

As per our policy, grants are to support projects and programs of organizations that **qualify as charitable organizations under Canada Revenue Agency (CRA)** guidelines and directly benefit the citizens of the Community Foundation's geographic area of interest, specifically within the Region of Durham. A full copy of our policy is available for download via our [website](#), in the philanthropy tab.

Have You Submitted Your Project Evaluation Report?

If you have received a grant from Durham Community Foundation you must have completed and submitted a Grant Project Evaluation Report before this, and any future funding applications will be considered.

To apply:

Complete and email this application along with your most recent financial statements to info@DurhamCommunityFoundation.ca by July 31, 2019.

Important Dates:

July 31, 2019	Application is due by email info@DurhamCommunityFoundation.ca Don't forget to also submit your financial statements!
November 15, 2019	Notification of decision by email
Tuesday December 3, 2019	Cheque presentation at our Community Breakfast

Please Note:

- Only **complete** applications using this application form will be reviewed.
- You **must include** your most recent financial statements with your application to be considered.
- All submitted materials become the property of Durham Community Foundation.
- Final decision on all grants rest with the Board of Directors. Access to its decisions is restricted.
- If a grant is awarded, you will be required to complete a Grant Project Evaluation Report within six weeks of the completion date of the project.

APPLICATION SUMMARY

Organization Name: _____

Organization Address (in full): _____

Town/City: _____

Municipality: _____

Province: ON

Postal Code: _____

Charitable Registration Number: _____

Contact Person: _____

Name

Title

Contact Telephone: _____

Email: _____

Website: _____

Facebook Page: _____

Twitter Handle: _____

CATEGORY

Please check the categories that apply directly to your funding request.

- | | |
|--|--|
| <input type="checkbox"/> Arts and Culture | <input type="checkbox"/> Financial Literacy |
| <input type="checkbox"/> Capacity Building | <input type="checkbox"/> Health and Wellness |
| <input type="checkbox"/> Education | <input type="checkbox"/> Social Development |
| <input type="checkbox"/> Environment | <input type="checkbox"/> Youth Development |

IMPACT

Estimated number of individuals in the Town of Ajax to benefit and/or be impacted by this project:

(a) Directly: _____

(b) Indirectly: _____

Number of volunteers involved: _____

FINANCIAL INFORMATION

Please attach either your most recent audited or reviewed financial statements (PDF).

Amount and Date of Most Recent Ajax Community Fund Grant \$ _____ Date: _____

Amount and Date of Most Recent IMPACT Ajax Fund Grant \$ _____ Date: _____

Amount and Date of Most Recent Durham Community Fdn Grant \$ _____ Date: _____

Total budget for project under consideration: \$ _____

Amount requested from Durham Community Foundation (DCF): \$ _____

Note: Historically DCF has granted funds from \$500 to \$5,000

Actual Revenue (Most Recent Year): \$ _____

Actual Expenses (Most Recent Year): \$ _____

Revenue Budget (Current Year): \$ _____

Expense Budget (Current Year): \$ _____

Operating Annual Budget (most recent year end) \$ _____

Note: Priority will be given to charities whose Operating Annual Budget is under \$3 Million

Percentage of Operating Annual Budget funded by:

Governments:	%	United Way:	%	Corporations:	%		
Foundations:	%	Individuals:	%	Special Events:	%	Other:	%

PROJECT

Project Title:

Project Summary: **(25 words or less)**

Note: The project description summary will be shared with our donors and media.

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Project Description

Please provide us with an overview of your project:

Project Timeline

Anticipated Start Date:

Anticipated End Date:

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Project Budget (Revenue and Expenses for this project):

Project Funding Sources:

Item	Amount
1.	\$
2.	\$
3.	\$
4.	\$
5.	\$
6.	\$
<hr/>	
	Total: \$

Project Expenses:

Item	Amount
1.	\$
2.	\$
3.	\$
4.	\$
5.	\$
6.	\$
<hr/>	
	Total: \$

Please demonstrate how a grant from the Ajax Community Fund @ Durham Community Foundation will enhance your ability to deliver your programs or services:

In what ways is your project innovative?

Are you partnering with anyone?

Yes: _____ No: _____

Possible partners could include a business, school, non-profit or other charity.

Name your partner and explain how you will work together:

What specific impact do you see this project having in the Town of Ajax?

Sustainability/Future Funding: How does this particular project fit into future programming?

i.e. Is it a one-time project? If not, how will it be financed in future?

What will you do if we can only partially fund your request?

Recognition of Ajax Community Fund @ Durham Community Foundation Grant

We would prefer not to receive a recognition certificate or plaque. Instead we would ask that you direct funds that would have been used for these recognition items towards your organization’s programs and services.

As a condition of the grant we ask that you provide us with details of how any support provided by Durham Community Foundation will be recognized. For example: website; social media; annual report; project marketing materials; annual meetings; newsletters; special events; table-top signage.

Recognition	Timing

Relationship with Durham Community Foundation

IF you are approved for funding please note that we will view our relationship as a partnership between your charity and Durham Community Foundation. It is a requirement for your charity to work collaboratively with us **and to participate** in the following Durham Community Foundation initiatives:

- DCF Philanthropy Forum (two delegates)
- DCF Walk for YOUR Cause (two delegates)
- DCF Random Act of Kindness Day®
- DCF Community Breakfast

Please indicate if your charity has previously participated in our initiatives:
Please check all that apply.

Durham Community Foundation Initiative	2018	2017	2016
DCF Philanthropy Forum			
DCF Walk for YOUR Cause			
DCF Random Act of Kindness Day®			
DCF Community Breakfast			

Note: Your participation in Durham Community Foundation initiatives is a very important consideration for all grant requests.

By signing below, you confirm that all information in this application is accurate – inclusive of financial statements – and you acknowledge requirements to partner with DCF as outlined above.

Signature (Authorized Officer)

Date

*****THIS APPLICATION SHOULD NOT EXCEED SIX PAGES INCLUDING THE INSTRUCTION PAGE*****