



Dauphin & District Community Foundation
100 Main Street South
Dauphin, MB R7N 1K3

If you have any questions, please contact our office at 204-638-4598 or email us at info@ddcf.ca

GRANT APPLICATION

Name of Applicant Organization: _____

Name of Person completing this form: _____

- Registered Charity Registered Non-Profit Community Association**
 Community Group**

** If a Community Association or Community Group, please include the details of the registered charity with whom you are partnering in order to receive a grant. This is mandatory.

Name of Charity or Qualified Donee (examples are City of Dauphin, RM of Dauphin, Dauphin Recreation Services, etc.) _____

Please ensure you include their charitable number if applicable. _____

Applicant Organization Address: _____

Email: _____ Charity # _____

Contact Person(s) _____ Phone: _____ Email: _____

Contact Person(s) _____ Phone: _____ Email: _____

Has your organization previously receiving funding from DDCF: Yes No

Describe your organization's overall mission and objectives: _____

Project Description and Objectives

Project Details: _____

Where is project located: _____

Outline the main objectives of the project (i.e. supports social and recreational needs, youth or seniors’ programs, animal welfare, environment, etc):

Explain the need for the project and how it benefits the community, including how many will be impacted by your organization’s activities:

Identify any potential risks or liabilities with the project, including your organization's ability to complete the project:

Amount of funding requested: _____

When are funds required: _____

Total project cost: _____

Has your organization applied for and/or received grants or funds from any other sources for this project?

Yes If yes, please elaborate: _____

No

In the event your organization receives less than requested, will you be able to continue with this project?

Yes If yes, what is top priority and cost: _____

No

What are your plans for acknowledging our funding, if approved for a grant: _____

When submitting, please ensure you have included:

Grant Application

Budget/Itemized quotes for project (three quotes when possible)

Organization's financial statement or most recent bank statement

Any other relevant supporting documents to enhance your application

ACKNOWLEDGEMENT BY APPLICANT

By submitting this application, you are acknowledging that:

- You are the person named on this Grant Application form and you are authorized by the Applicant Organization to submit this application.
- You have carefully reviewed the Grant Application to ensure you have included all necessary supporting documents. You understand if your application is incomplete or late, it will not be accepted.
- If your application is approved, your purchase(s) must be made in Dauphin if possible.
- If your application is approved, you give permission, on behalf of the applicant organization, for DDCF to make details of this application and the project available to the media, DDCF donors, and the general public.
- If your application is approved, you understand your organization will be required to:
 - Sign a Grant Agreement
 - Submit paid bills/invoices supporting the approved purpose at which time grant funds will be released
 - Publicly recognize the foundation's contribution through signage or other means including social media at recipient's expense
 - Within 90 days of the date of the grant, submit a high resolution digital photo of the completed project (this photo may also be used for future advertising)
 - Within 90 days of the date of the grant, submit a short impact statement
 - If there is a delay in the start or completion of the project, you will notify DDCF in writing as the reasons and request an extension
- You understand that failure to abide by any conditions DDCF may impose may result in the grant being cancelled and if any funds were released, they may have to be repaid. This may impact your organization's eligibility to receive future grants from DDCF.