

Mission Community Foundation

Application for Community Grant



Ref: Disbursing Funds Policy

Mission Community Foundation's Granting Program provides monies to qualified charitable and not-for-profit organizations within the City of Mission, including the Mission Public Schools catchment area.

Community Grants will not be provided for individuals, salaries, sabbatical leaves, student exchanges, scholarships or fellowships, annual fund drives, establishment of or addition to endowment funds, paying down mortgages, reducing deficits, capital expenses, new construction projects, preventative maintenance or operating expenses.

Applicants will be formally advised in writing of the status of their application following the formal Board of Directors' approval of recommendations from the Distribution Committee. Cheques will be automatically sent out to successful applicants.

Organization

Legal Name* _____

Address

(include

postal code) _____

Phone: _____

Email: _____

*As registered on CRA website

Charitable registration number (Mandatory): _____ RR001

Project Coordinator Information:

Name & title: _____

Phone: _____

Email: _____

Board of Director Information:

Please provide contact information for the Board Chair/President, Vice chair/VP, and Treasurer only.

Name	Address	Phone:

Project / Program Information: (must address community concerns and benefit a broad audience, are non-discriminatory, appeal, support and provide direct services to the community (for example, relief of poverty, health, education, arts and culture, sports and recreation, local environment, animal welfare, social services).

Name of project / program: _____

Amount requested: _____

Start Date: _____

Completion Date: _____

How will these funds be used? (describe program/project);

Who is your target audience?

What is the benefit to the community?

How does the project align with your organization's stated objectives?

If successful in receiving a grant, explain how you will inform your community and the community at large in terms of acknowledging receipt of the grant from the Mission Community Foundation.

Financial Data: (budget)

Expenditures	
<u>Item</u>	<u>Amount</u>
	Total

I certify that I have the authority to request this Community Grant from Mission Community Foundation and that the CRA number is current and active.

Name: _____

Date: _____

Position: _____

Mission Community Foundation Community Grant Evaluation Process and Final Report



To be submitted upon completion of the Project, but no later than 6 months following receiving grant funds.

Organization: _____

Date of Grant: _____

Project Name: _____

Coordinator: _____

Mailing Address: _____

Email: _____

Phone Number: _____

1. What did you want to accomplish and did you meet your goals?

2. What empirical and anecdotal evidence/data did you use to critique this project's success or non-success?

3. Did you collaborate with others? If so, whom and how?

4. Going forward, do you have any recommendations for yourselves or the Mission Community Foundation?

5. Attach the final expenditure report.

6. Attach copies of communications informing your community of receiving a grant from the Mission Community Foundation and the purpose of the grant.