



Community Foundation of Mississauga  
Hazel McCallion Fund for Arts Culture and Heritage  
2018 Grant Application

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The Hazel McCallion Fund for Arts, Culture and Heritage at the Community Foundation of Mississauga will provide grants up to \$10,000 in 2018. Please ensure you have reviewed the helpful information for grant seekers available on our web site.

Complete all questions in this form, if possible. Only the budgets and those highlighted in red are required. Your completed application along with the required attachments must be submitted by email. Please use **only** the visible space provided in each field to provide your answers.

The deadline for receiving your complete application is **5:00 pm, March 30, 2018**. Applications received after the deadline will not be considered in this grants cycle.

*Once you have completed your application and are ready, you may submit your application by clicking this button. You will have an opportunity to add the necessary attachments before sending.*

Check that the following are attached:

- List of Board of Directors
- Most recent audited financial statements
- A copy of current operating budget
- Confirmation of Agreement (if applicable in the case of a joint venture with an NPO)

<b>Section 1: Organization Contact Information</b>
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Name of Organization:

Name of Contact:

Contact Phone #:

Contact email:

Street Address:

City:

Postal Code:

Website:

Charitable BN:

RR

We confirm that the organization's most senior staff person authorizes this application and include their name, email and phone number as below:

Name:

Phone #:

Email:

## **Section 2: Organization Overview**

Year of Incorporation:

Year of Charitable  
Registration:

Describe the core programs and services provided by your organization:

Describe significant accomplishments your organization has made:

Describe your organization's goals for the future:

### Section 3: Project Overview

Project Name:

Project Outline: In 50 words or less, describe your project and who will benefit.

Project Start Date:

Completion Date:

Total Cost of Project:

Grant Request Amount:

Can this project be completed with less than the requested amount? If yes, explain:

#### **Section 4: Project Impact**

Which of the Community Foundation of Mississauga's Vital Signs theme areas does your project address? Select up to 3.

Describe your project or program:

Why has your organization undertaken this project/program and what demonstrated need does it address?

Who will directly benefit from the successful implementation of this project/program? How many people will directly benefit?

What impact is expected for the broader community?

How will you measure the outcomes of this project in concrete terms? Provide at least one, and up to three outcomes total, one in each box below. For each outcome you provide, please explain how it addresses the need and how it will be measured.

## **Section 5: Project Effectiveness**

What research was undertaken to understand the need for this program/project in our community? Please provide any relevant internal or external data or insights in your response.

What organizational skills and resources are being used to deliver this program/project?

What external resources or skill sets are being used to deliver this project/program? How will these resources or skills be acquired?



Will this program continue into the future? If yes, how will it be sustained? If no, why are there no plans to sustain the program?

**Section 6: Project Accountability**

What milestones are necessary to deliver this project/program?

How will you demonstrate success to the broader public, including your donors and volunteers?

How will you use and share knowledge acquired through the project/program?

How will you recognize the support of the Community Foundation of Mississauga?

**Section 7: Project Innovation**

Why is your organization the right organization to undertake this project/program?

Comment on innovations, if any, you think your program/project brings to addressing the needs it is concerned with?

How will this program create lasting change in our community?

Outline any partnerships or collaborations involved in your project:

**Section 8: Project Budget**

Please use the budget templates below to provide a total budget for your project or program, including all revenue sources and expenses.

**Revenue**

Source of Revenue	Amount	Cash or Inkind	Confirmed (tick box for yes)
	\$		<input type="checkbox"/>
	\$		<input type="checkbox"/>
	\$		<input type="checkbox"/>
	\$		<input type="checkbox"/>
	\$		<input type="checkbox"/>
	\$		<input type="checkbox"/>
	\$		<input type="checkbox"/>
	\$		<input type="checkbox"/>
	\$		<input type="checkbox"/>
	\$		<input type="checkbox"/>
	\$		<input type="checkbox"/>
	\$		<input type="checkbox"/>
	\$		<input type="checkbox"/>
	\$		<input type="checkbox"/>
<b>Total revenue:</b>	\$		<input type="checkbox"/>

**Expenses**

Item <small>(provide description where possible)</small>	Amount
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
<b>Total Expenses</b>	<b>\$</b>

Please use the expense template below to show how the funding you are requesting from the Community Foundation of Mississauga will be spent.

Total request of funding for this project from the Community Foundation of Mississauga:

**Expenses**

Item <small>(provide description where possible)</small>	Amount
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
<b>Total Expenses</b>	<b>\$</b>

**Section 9: Additional Information**

Briefly provide any additional information the Community Foundation of Mississauga should know about your project:

Why did you decide to request funding from the Community Foundation of Mississauga?

How did you hear about our granting opportunity?

I have completed all questions in this form.

When the form is complete and you have checked the box above, you may submit this form by email by clicking on the “email” button on page 1. You will be able to add the required attachments before sending.