



2015 Smart & Caring Muskoka Fund Grant Application

The iconic water, rocks and trees of Muskoka are the basis of our economy and our quality of life. The environment is a keystone of our cultural heritage – our ‘place’. Muskokans cherish the natural environment and built heritage that defines our region and to ensure the continued wise management of these natural resources and the character of Muskoka we need to understand and address emerging threats and challenges to these aspects of Muskoka. Therefore, the **Muskoka Community Foundation (MCF)** is inviting registered charities in the District Municipality of Muskoka to apply for one of three grants of up to **\$2,000** from our **Smart & Caring Muskoka Fund** for proposals to undertake projects/initiatives that will contribute to building a smart and caring Muskoka by addressing the issues and challenges facing Muskoka’s **natural environment and built heritage**.

The Smart & Caring Muskoka Fund is a community fund created by MCF in November 2012 in response to Governor General David C. Johnston’s challenge to all Canadians to “imagine our country as it could be...a smart and caring nation, where all Canadians can succeed, contribute, and develop their talents to their fullest potential”. The Smart & Caring Muskoka Fund is a pooled community fund that is continuing to grow as a result of the gifts of a wide variety of generous donors. This fund enables MCF to address a wide range of outstanding issues and challenges that face the region. This will be the third year of annual grant making from the Smart & Caring Muskoka Fund with the objective of ensuring that our region remains healthy and vital.

Your proposal for a Smart & Caring Muskoka grant can be for a new or existing program that will benefit Muskoka and can be used in concert with other funding opportunities. A maximum of \$2,000 is available for each project/initiative. Priority will be given to proposals that most effectively address current challenges to the natural environment and built heritage in the region and that will promote a smart and caring Muskoka.

CONDITIONS

- Applicants must be a registered charity as defined by Canada Revenue Agency (CRA) and provide services in the District Municipality of Muskoka.
- The proposed work must qualify as charitable and benefit a community or communities in Muskoka.
- Projects must have a well-defined purpose and be undertaken within a specific time period.
- All successful applicants will be required to provide a written summary of the grant’s impact not later than 60 days after the completion of their project/initiative.
- Grants from the Smart & Caring Muskoka Fund will **not** be given:
 - to cover operating deficits or retire debts
 - to provide endowment funds
 - for sectarian, religious, or political purposes
 - to individuals.
- Approval of a grant by MCF does not commit the Foundation to future funding.

THE APPLICATION PROCESS

Please contact MCF to discuss your proposal at the concept phase. E-mail your completed and signed application form to Joanne Contant at info@muskokacommunityfoundation.ca prior to the submission deadline of **5:00 pm Monday, October 5, 2015.**

Applicants must contact MCF to discuss their proposal and submit the following documents prior to the submission deadline to be eligible for a grant:

1. The completed and signed application form
2. A list of your current Board of Directors
3. A budget for the proposed project/ initiative
4. A copy of your charity's last annual financial statements (audited or unaudited).

By signing the application, the applicant expressly acknowledges and consents to release of information as required by MCF regarding applications received, decisions made and other matters relating to the granting process and in accordance with the Personal Information Protection and Electronic Documents Act.

In a situation where MCF decides to extend the submission deadline or clarify the request for grant proposals, notice will be provided to all of the organizations that have contacted MCF about this grant making opportunity, to Muskoka charities and on the MCF website.

Following the submission deadline, MCF will acknowledge that we have received your application and will contact you if additional information is required.

Our decision will be provided to all applicants by **Friday November 6, 2015.** All decisions by the MCF are final and not subject to review.

Recipients will be required to keep a successful grant application confidential until it is announced by MCF. Grants will be announced to the community at a cheque presentation ceremony hosted by the Office of the District Chair of Muskoka and MCF at the District Council Chambers at 9:00 am on **Friday, November 13, 2015.**

All successful applicants will be asked to publicly acknowledge and recognize MCF's support of their initiative and partner with MCF to share the good news about their grant and initiative. Successful applicants will also be required to submit a written summary of the grant's impact at the conclusion of the project/initiative.

2015 Smart & Caring Muskoka Fund Grant Application Form

APPLICANT INFORMATION

Name of Organization	
Charitable Registration Number	
Address	
City, Province, Postal Code	
Project/initiative Lead & Contact Person	
Title	
Telephone	
Email	
Website address	

Amount requested from MCF's Smart & Caring Muskoka Fund: \$

Please indicate the geographic area(s) of Muskoka impacted by this grant request:

- | | | |
|--|---|---|
| <input type="checkbox"/> Bracebridge | <input type="checkbox"/> Gravenhurst | <input type="checkbox"/> Huntsville |
| <input type="checkbox"/> Township of the Muskoka Lakes | <input type="checkbox"/> Township of Lake of Bays | <input type="checkbox"/> Township of Georgian Bay |
| <input type="checkbox"/> District of Muskoka | <input type="checkbox"/> Other (please explain): | |

Please explain your initiative (including purpose & timeline) and describe how this funding will address issues that affect the natural environment and/or built heritage in Muskoka:

Describe how the funding will be used and provide a project/initiative budget

Explain how this project/initiative will benefit Muskoka's natural environment and/or built heritage and how it will contribute to building a smart and caring Muskoka

Explain how will the success of your project/initiative be measured?

Describe how you will recognize the funding provided by MCF :

Signature of the organizational signing authority	Position	Date