



## Lake of Bays Community Fund Application

The Lake of Bays Community Fund, held by the Muskoka Community Foundation, provides financial support to charitable organizations and programs that are located within the Township of Lake of Bays. An application to the Lake of Bays Community Fund can be for a new or existing program that will benefit the residents of the Township of Lake of Bays and can be used in concert with other funding opportunities.

Priority will be given to applications that support projects and programs with a focus on youth, seniors, the environment and access and inclusion related to sports and recreation.

### **CONDITIONS**

- Applicants must be a registered charity as defined by Canada Revenue Agency (CRA) and provide services in the Township of Lake of Bays.
- The proposed work must qualify as charitable and benefit a community or communities in the Township of Lake of Bays.
- 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 no later than 60 days after the completion of their project/initiative or as agreed on with the Muskoka Community Foundation.
- Grants from Lake of Bays Community Fund will **not** be given:
  - to cover operating deficits or retire debts
  - to provide endowment funds
  - for sectarian, religious, or political purposes
  - to individuals.
  - Celebrations and fundraising activities.
- Approval of a grant by MCF does not commit the Foundation to future funding.
- All projects should be completed within 12 months of receiving funding.

## **THE APPLICATION PROCESS**

Applications will be accepted from September 9 – October 18, 2024 by 4pm. Successful applicants will be notified by November 22, 2024.

Eligible granting amounts are \$500 - \$1,500.00

Please e-mail your completed and signed application to Lynn DeCaro, Executive Director, at [info@muskokacommunityfoundation.ca](mailto:info@muskokacommunityfoundation.ca)

Applicants must submit the following documents with their application:

1. The completed and signed proposal form
2. A list of your current Board of Directors
3. A budget for the proposed project/ initiative

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.

The Muskoka Community Foundation will acknowledge that your application has been received and will contact you if additional information is required. All proposals will be reviewed by the Lake of Bays Community Fund Grant Committee and given final approval by the Muskoka Community Foundation Board of Directors. All decisions are final and not subject to review.

All successful applicants will be asked to publicly acknowledge and recognize the Lake of Bays Community Fund held at Muskoka Community Foundation as supporting of their initiative. Successful applicants will also be required to submit a written summary of the grant's impact at the conclusion of the project/initiative.

## Lake of Bays Community Fund Application

### 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: \$
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<b><u>Please indicate the geographic area(s) of Muskoka impacted by this grant request:</u></b>	
<input type="checkbox"/> Township of Lake of Bays	<input type="checkbox"/> Dwight
<input type="checkbox"/> Baysville	<input type="checkbox"/> Hillside
<input type="checkbox"/> Dorset	<input type="checkbox"/> Other (please explain):

<b><u>Describe the specific project or initiative for which you are requesting a funding for:</u></b>

<b><u>Describe how this funding will impact individuals residing within the Township of Lake of Bays:</u></b>

**What is the timeline for beginning and completing your project or initiative:**

**Describe how the funding will be used and provide a detailed budget (Please include all in-kind donations and dollar amounts received from other funding partners)**

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

**How would your project continue if you did not receive the full amount of funding requested? Please explain how your budget could be modified.**

**Describe how you will recognize the funding provided by the Lake of Bays Community Fund at the Muskoka Community Foundation:**

<b>Signature of the organizational signing authority</b>	<b>Position</b>	<b>Date</b>