

Organization Information

Organization Name	
Contact Name	
Mailing Address	
Telephone	
Email	
Charitable Number (if applicable)	

Has your organization received a grant from DVCF in the last five years?

Year	Amount	Project Description
2018		
2017		
2016		
2015		
2014		

New Project Information:

Project Name	
Amount Requested	
Project Start Date	
Project End Date	

Check which category(s) your project falls under:

<input type="checkbox"/>	Arts/Culture	<input type="checkbox"/>	Local Projects
<input type="checkbox"/>	Children/Youth	<input type="checkbox"/>	Social Services
<input type="checkbox"/>	Education	<input type="checkbox"/>	Sports/Recreation
<input type="checkbox"/>	Health	<input type="checkbox"/>	Other (Must Specify)

Check what type of grant is being requested:

<input type="checkbox"/>	Specific or Demonstration Project	<input type="checkbox"/>	One-Time Capital Project
--------------------------	-----------------------------------	--------------------------	--------------------------

Brief explanation of your organization:

Brief explanation of project:

How will you measure the outcomes of the project?:

How will this project benefit the community?

If your project only gets partial funding, will it still proceed? How?

How will the Drayton Valley Community be recognized?

--

Checklist of Required Documents

	List of Board of Directors and Officers.
	Most recent financial statements, ones with current financial review are preferred.
	Income and expense budget for current year for your organization.
	A detailed project budget, including copies of at least two quotations for all capital acquisitions. One quote MUST be from a local vendor if possible.

*Note: All of the above attachments must be included with your grant application in order to be reviewed. If any of these attachments are missing your grant application will not be submitted to the Granting Committee.

Authorization:

This grant application must be signed by a Chairperson, President or Treasurer of the organization:

Name	
Position	
Signature	
Date	

PROJECT BUDGET

Project Expenditures:

Items

Cost

Salaries/benefits

\$ _____

Professional fee/honoraria

\$ _____

Capital (specify):

\$ _____

\$ _____

\$ _____

Other (specify):

\$ _____

\$ _____

\$ _____

Total Project Expenditures

\$ _____

Note:

Capital Expenses refer to items such as equipment or material items. Other Expenses refer to items such as insurance, consumable goods etc.

Project Funding Budget:

<u>Sources of Revenue</u>	<u>Assured</u>	<u>Potential</u>
Funding on hand:	\$ _____	
Requested from the <i>Drayton Valley Community Foundation</i> :		\$ _____
Other Donations:		
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
Government Grants(specify):		
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
In Kind Donations (specify):		
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
Other Fundraising Projects:		
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
Total Project Revenue:		\$ _____