



Interlake Community  
Foundation Inc.  
Box 1575  
Stonewall, MB  
R0C 2Z0

204.467.5634  
tracy@interlakefoundation.ca  
www.interlakefoundation.ca  
892930165RR0001

## **COMMUNITY GRANT APPLICATION 2024 POLICY**

- Gifts and donations to The Interlake Community Foundation are invested in perpetuity providing a means to build a permanent legacy for the communities it serves. These donations are usually designated for a specific community or area of interest which, in turn, makes for different levels of funding available for distribution in the various areas.
- Through its Community grants program, The Interlake Community Foundation supports charitable projects in the areas of community services, culture, education, heritage and the environment, health and wellness, recreation, youth and seniors programs.
- **Grants are made only to organizations which are registered as charities with Canada Revenue Agency.\***
- All applications are considered on merit and in light of funds available for distribution for that particular community or area of interest.
- Projects may not be located on privately owned property.
- The ICF will not fund wages/installation/labour costs and we do not fund GST or PST.
- Matching or challenge grants may be made in appropriate circumstances to stimulate response from other sources.
- The receipt of grant applications is not formally acknowledged and applications are dealt with in the order they are received. Applicants should allow at least 2 months for completion of the review process.
- The Foundation reserves the right to publish photos and names of individuals and organizations in its annual reports, promotional displays, social media and website.
- Grants are not paid in advance of the project's completion—receipts are required.
- Any proposed alterations to an approved project must be presented in writing to the Interlake Community Foundation Board for approval.
- Representatives from the organization must attend our annual grant presentation event and make an oral presentation on their organization and/or project. If they do not attend, they must present to the Board at a future Board meeting.
- **Successful applicants are required to provide a written report, copies of receipts, and photos before receipt of the grant funds. Failure to comply will be taken into account with any future requests for funds.**
- Funds are for:
  - capital projects;
  - materials for specific or one-time projects;
  - materials for specific programs;
  - We do not fund labour/wages/installation costs. We do not fund GST or PST**

### **GUIDELINES**

- The Interlake Community Foundation encompasses the areas of the R.M. of Rockwood, R.M. of Rosser, R.M. of Woodlands, Town of Stonewall, and Town of Teulon.
- Grants are awarded on an annual basis in the fall of each year.
- Organizations seeking funds must demonstrate a volunteer Board of Directors, fiscal responsibility, and effective management of resources.
- Grants are awarded for definite or specific purposes and for projects covering a specific period of time.
- **Please feel free to call or email us to discuss your project before applying. We are here to help!**

- Preference is given to programs which promote volunteer participation, and which do not duplicate services provided by other organizations.
- The following are **not** eligible for grants:
 

<ul style="list-style-type: none"> <li>- individuals</li> <li>- annual fund drives</li> <li>- to establish or add to endowment funds</li> <li>- to pay down mortgages or reduce deficits</li> </ul>	<ul style="list-style-type: none"> <li>- governments</li> <li>- projects already completed</li> <li>- direct political or religious activities</li> <li>- general conference support</li> </ul>
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## **APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY JUNE 30, 2024**

### **\*Guidelines for Application Sponsorship (if organization does not have its own charitable ~status)**

In exceptional cases, The Interlake Community Foundation does accept applications from organizations that are not registered as charities with the Canada Revenue Agency. Such applications must be officially sponsored by another organization that does have charitable status or by a Municipality. Payments are made to the sponsoring organization that has registered charity status.

These are the conditions for such an application to be considered:

- There must be a direct affiliation with the sponsoring charitable organization.
- **A letter from the sponsoring organization's President must be submitted indicating:**
  - the nature of the affiliation or relationship with the organization undertaking the project;
  - the sponsoring organization's willingness to undertake financial and legal responsibility for the project;
  - its mailing address, telephone and email address;
  - its charitable registration number;
  - its organizational mandate.
- **The sponsoring organization must attach:**
  - its Board of Directors' names, addresses and telephone numbers;
  - its financial statement for the last two fiscal years.

The above should be submitted to The Interlake Community Foundation with the application form. Please contact us if you have any questions prior to applying.

Interlake Community Foundation  
 Box 1575  
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 Phone : 204-467-5634  
 E-mail: [tracy@interlakefoundation.ca](mailto:tracy@interlakefoundation.ca)  
[www.interlakefoundation.ca](http://www.interlakefoundation.ca)

**INTERLAKE COMMUNITY FOUNDATION INC.  
COMMUNITY GRANT APPLICATION FORM 2024**

Name of Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email address: \_\_\_\_\_ Website: \_\_\_\_\_

Revenue Canada Charitable Registration No.: \_\_\_\_\_ RR \_\_\_\_\_

Amount of Request: \$ \_\_\_\_\_ Date of application: \_\_\_\_\_

Total Cost of Project: \$ \_\_\_\_\_

Brief Description of Project: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Will your project proceed if you receive partial funding? \_\_\_\_\_ Yes \_\_\_\_\_ No

Have you applied for other grants from other funders for the same project? \_\_\_\_\_ Y/N

How much were you approved for \$ \_\_\_\_\_

How many people will this project serve? \_\_\_\_\_

Geographic location of people served (check all that apply): \_\_\_\_\_ Stonewall;

\_\_\_\_\_ Teulon; \_\_\_\_\_ RM of Rockwood; \_\_\_\_\_ RM of Rosser; \_\_\_\_\_ RM of Woodlands

**Please attach to this application all of the following:**

- ☐ Brief description of the mission, goals, objectives of the organization, services provided, target population, geographic area served, and funding sources.
- ☐ List of Board of Directors.
- ☐ Past two years of board approved or audited financial statements.
- ☐ Current operating budget.
- ☐ Cite evidence of the need for the project stating its significance to the community.
- ☐ Copies of estimates/quotations for capital purchases. Labour and material costs must be detailed, if applicable. Please remember **we do not fund labour**.
- ☐ Description of how this grant will be recognized (i.e. newsletter, annual report, social media, media release, other)

**This application must be signed by two members of the Board of Directors of your organization. Please note failure to provide any of the require information in triplicate may result in your grant being denied.**

We certify that this application has been reviewed and authorized by the Board of Directors of the organization listed above:

Dated: \_\_\_\_\_

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Return completed application form and attachments **in triplicate** to:

Interlake Community Foundation  
Box 1575  
Stonewall, MB R0C 2Z0

**This application must be postmarked no later than June 30, 2024. THIS IS A CHANGE FROM PAST YEARS. GRANT NOTIFICATION LETTERS TO GO OUT LATE SEPTEMBER 2024. THE GRANT CELEBRATION EVENT WILL BE IN OCTOBER 2024.**

Applications can be dropped off at Access Credit Union, 410 Centre Ave., Stonewall, MB. They must be clearly marked "Interlake Community Foundation, Attn: Bob Beck" on or before June 30, 2024. Late or incomplete applications may not be considered.

