



## Schedule A: COMMUNITY INVESTMENT OPERATING GRANT APPLICATION

### Instructions:

- Use this cover sheet as the first page of your application.
- Please submit all documents from the application checklist prior to the annual submission deadline for Operating Grants.
- Incomplete submissions may disqualify your request for funding.
- If you do not have enough space to answer a question, please attach a separate sheet.
- The policy governing the Rural Community of Fundy Shores Community Investment program is available on the website at [www.fundyshores.ca](http://www.fundyshores.ca) or by contacting the (506) 693-0207
- Please forward completed application to:

Linda Sullivan Brown, CAO  
Rural Community of Fundy Shores  
31 Malcolm Meehan Road  
Musquash NB, E5J 2G2

### APPLICATION CHECKLIST

Organization Name:

- Your Rural Community of Fundy Shores **Operating Grant Application** delivered in person or mailed.
- Proof of current registration as a non-profit or charitable organization, if applicable.** Include a copy of current Charitable Registration Number from Canada Revenue Agency. If your organization is in the process of applying for registration, please include a copy of your application.
- For requests over \$5,000, the most recent **financial statement** for your group/organization (showing all revenue and expenses).
- The **current operating budget** for your group/organization (showing all revenue and expenses).
- A **report of the activities during the previous year** (Annual Report) for your group/organization.
- The organization has a Volunteer board of directors.
- This organization has been in operation for more than one year.

**PART A: APPLICANT INFORMATION**

Community group/organization (applicant):

Title of project:

Contact name:

Title:

Mailing address:

Telephone:

Fax:

Email:

Federal Charitable Status Number (if applicable):

**PART B: APPLICANT ORGANIZATION INFORMATION**

**All applications will be evaluated based on the information provided in this application.**

**1. Briefly describe your organization’s mandate/objectives.**

**2. Describe the community, area and/or group(s) your organization serves.**

**PART C: DETAILS OF SUPPORT BEING REQUESTED**

**3. Requested amount of funding.**

\$

**4. What type of expenses will the Community Investment be put towards? (Select one)**

Programming and Operational Support (power bill, insurance, maintenance, programming, etc.) –  
Specify the Operating expense type: \_\_\_\_\_

**COMPLETE PART D ONLY**

Project costs (construction, renovations, events, etc.) – **COMPLETE PARTS D AND E**

**PART D: ORGANIZATION’S FISCAL REQUIREMENTS**

**All applications will be evaluated based on the information provided in this application.**

**5. Does your organization generate revenue and raise funds (fundraising activities, charge admission to events/programs, membership dues, apply for grants, etc.)? if so, provide details and amounts.**

**6. Provide details of partnerships with local businesses. (businesses who cover some costs, advertise your events, etc.)**

**7. What types of programs does your organization offer, and how often are they held?**

Youth and Seniors:

Sport & Recreation:

Musical and Cultural Events:

Community Celebrations and Events:

Tourism:

Other:

**8. How many volunteers are in your organization, and approximately how many hours per month are volunteered in total?**

# Volunteers:

Average # hours/month:

**9. Does your organization have a property to maintain?**

Grounds to maintain (ballfields, rinks, etc):

A building that is used to deliver programs and host events:

Other:

**10. State property assessed value and property tax expense.**

PID or Property Address:

Property Assessed Value: \$

Property Tax Expense: \$

**PART E: PROJECT DETAILS (Not required for Programming or Operational Support)**

**All applications will be evaluated based on the information provided in this application.**

**11. Describe your organization's specific project requiring support.**

**12. Describe the benefits your project will provide to the Rural Community of Fundy Shores.**

**13. Will you partner with other organizations or businesses on your project?**

**14. PROJECT EXPENSES: Outline the planned expenditures for your project.**

**15. PROJECT REVENUE: List any other funding sources to which you have applied for this project, including amount, funding agency, and status of those applications.**

<b>COMMUNITY INVESTMENT REQUESTED FROM THE RURAL COMMUNITY OF FUNDY SHORES</b> <i>(Select one)</i>	<b>REQUESTED</b>
<b>16.</b> <input type="checkbox"/> Operational support	\$
<b>17.</b> <input type="checkbox"/> Project costs	\$
<b>18.</b>	

