



PROGRAM FUNDING GRANT

PURPOSE: The Program Funding Grant focuses on initiatives to assist Community Centres achieve the following objectives:

- Develop new, long term program initiatives designed to meet the needs of the neighbourhood;
- Sustain current programs that are responding to specific neighborhood needs;
- Support initiatives that will increase Community Centre participation;
- Offer leisure recreation and leadership opportunities that will improve the quality of life in the neighborhood.

WHO MAY APPLY: All City of Winnipeg Community Centres are eligible to apply.

ELIGIBLE PROJECT COSTS: Costs related directly to the program in the areas of:

- Staffing wages/benefits
- Staff/volunteer training
- Supplies/materials
- Equipment
- Transportation

CRITERIA: Funding will be considered where:

- Projects address at least one of the program objectives as listed
- Projects include long term planning
- Projects have the support of the Centre's board of directors
- Projects demonstrate a need

LEVEL OF ASSISTANCE: Financial support is based on quality or merit of the project and the ability of the Centre to make effective use of the fund. Funding will be based on the availability of funds.

- Grants may be approved at a level lower than that requested or approval may be awarded for only a specific portion of the request.
- Projects are not supported indefinitely.
- Projects which involve funding or assistance from other sources will be encouraged.
- Projects will not be funded retroactively.

APPROVAL PROCESS: Applications will be reviewed by GCWCC on an ongoing basis. Incomplete applications will not be considered.

APPLICATION DEADLINE: Applications will be accepted on a year round basis.

EXPENDITURES/ACCOUNTABILITY: The Centre's Board of Directors is accountable for all funds expended and are charged with the responsibility of seeing that these funds are expended for their intended purpose. Unexpended funds must be returned to GCWCC.

The Centre must submit invoices prior to receiving their grant allocation. Dependent on the nature of the project, funding may be disbursed on a prorated percentage basis.

An evaluation of the approved projects will be conducted by the GCWCC.

Please Note: Grant monies awarded MUST be expended within 6 months of the program end date as indicated on the application.



PROGRAM FUNDING GRANT APPLICATION

Name of Centre:		
Name of Contact Person:		Phone # Home:
		Office:
Mailing Address:		Postal Code:

Date of Project:	Start up:	Projected end date:
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Descriptive Project Name:	
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Project Objectives - Check off those which apply to your project

- To develop a new program
- To sustain a current program
- To increase participation
- Other (Please describe)

What age group is this project targeting? _____ Projected # of participants _____

What is the goal of the project?

Who will be responsible for the administration of the program?

Please ensure that you have attached the Centre's most recent monthly financial statements and meeting minutes indicating the Board's approval of this application. Incomplete applications will not be considered.

Related Project Costs: (a list of equipment and costs MUST BE ATTACHED on a separate sheet)

1.		\$
2.		\$
3.		\$
4.		\$
5.		\$
6.		\$
	Total Project Cost	\$

Other Project Resources: (e.g. registration fee, grants, donations)

1.		\$
2.		\$
3.		\$
4.		\$
	Total Project Income	\$

<i>GCWCC Programming Grant Request (Cost minus Income)</i>	\$
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Please indicate any volunteer involvement in the project: (i.e. Supervisory Staff)

Please feel free to provide additional information on a separate sheet.

I/We, the undersigned, hereby certify that I/we are the authorized signing officer(s) of the Community Centre and this application is accurate to the best of my/our knowledge.

Signature	Position	Date
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Signature	Position	Date
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Have you attached:

- The Community Centre’s most recent financial statement?**
- The Meeting Minutes indicating the Board’s Approval of this Application?**