

The Municipal Community Grants Program supports Prince Edward County in the areas of arts & culture, heritage, recreation, environment, health and human services. Applications will be accepted from **February 12<sup>th</sup> to March 18<sup>th</sup> at noon**. Applicants will be notified of the outcome of their application before end of May.

<p><b>Who is eligible?</b></p> <ul style="list-style-type: none"> <li>Not-for-profit organizations and community groups that support and provide programs and services in the following areas: arts and culture, heritage, recreation, environment, health and human services.</li> <li>Places of worship that have partnerships and use space for open community activities and groups. The programming is to be non-denominational and inclusive.</li> <li>Priority will be given to projects that align with the strategies of the Municipality and The County Foundation such as: <ul style="list-style-type: none"> <li><a href="#">Vital Signs</a></li> <li><a href="#">Community Safety and Well-being Plan</a></li> <li><a href="#">Thrive PEC Community Economies Pilot Project</a></li> <li><a href="#">Strategic Priorities of Council</a></li> </ul> </li> </ul> <p>School boards; for-profit businesses; service clubs; sectarian or political entities; and individuals are <b>not</b> eligible.</p>	<p><b>Total Available Funding</b></p> <ul style="list-style-type: none"> <li><b>\$129,716</b> (Grants over \$5,000)</li> <li><b>\$16,615</b> (Grants under \$5,000)</li> </ul> <p>Municipal Community Grants Program will not fund any projects/groups under the following circumstances:</p> <ul style="list-style-type: none"> <li>The funding is considered primary and/or covers operation costs for day-to-day administration of the program of more than 20%.</li> <li>Activity takes place outside of PEC;</li> <li>Grant is to fund a deficit or funding shortfall;</li> <li>Application and component pieces are deemed to be incomplete;</li> <li>Any previously granted funds are not fully reconciled and all reports received;</li> <li>Applicant does not meet eligibility criteria;</li> <li>Annual fund drives and fundraising activities for sustaining support;</li> <li>The organization does not meet <a href="#">General Granting Conditions</a> set out by TCF.</li> </ul>
<p>* Only 1 request per not-for-profit and community-based organization will be considered in a fiscal year</p>	

## Contact Information

Organization \_\_\_\_\_

Contact Name \_\_\_\_\_

Organization Address \_\_\_\_\_

*\* This is where the cheque will be sent if approved for a grant so ensure this is accurate.*

Town \_\_\_\_\_ Postal Code \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

## Funding Request

Total Amount Requested \_\_\_\_\_

Do you require the total amount requested for this project to proceed? ☐ Yes ☐ No

*This is a highly competitive grants program and therefore we cannot always guarantee full funding if approved. If there is a minimum amount you require to proceed with your project - even at a reduced capacity - then please let us know:*

Minimum Amount to Proceed \_\_\_\_\_

Have you received other municipal funding? ☐ Yes ☐ No

*Reminder you cannot apply for a Municipal Community Grant if you are already receiving other funding from the Prince Edward County municipality for the same project. If you are receiving other funding from the municipality for different projects or expenses, then please list below with amount/s received:*

### **Program Information**

Name of Project/Program/Event \_\_\_\_\_

Is this a continuing/returning project or a new one? ☐ Continuing/Returning Project ☐ New Project

Project Start Date \_\_\_\_\_ Project End Date \_\_\_\_\_  
(mm/dd/yy) (mm/dd/yy)

Select applicable categories for project:

☐ Arts & Culture ☐ Environment ☐ Health & Human Services ☐ Heritage ☐ Recreation ☐ Youth Programming

### **Details about Program/Event**

*Please be specific about your event/program with details on location, frequency, etc.*

**Fun Fact**

*In one or two sentences tell us about the impact this will have. Please include numbers, e.g. The xxx program supports ## families in Prince Edward County supplying xx to ## kids ages 0-12.) If successful, this may be used by the Municipality in their press releases and monthly newsletters to highlight the important impact that community grants have on the community.*

**Community Benefit Alignment**

*Detail your project's community benefit and the impact it will have. We encourage you to show how the project benefits Prince Edward County using Vital Signs data or reports, or through other resources (examples: The County's Strategic Plan, The Community Safety & Well-being plan, Thrive PEC communities economies pilot.)*

**Organizational Capacity to Deliver**

*Detail your organization's ability to deliver the project in terms of experience, resources, mandate etc.*

*Additionally, does your organization have the ability to pivot if obstacles occur? (ie: health mandates, weather in the case of events)*

**Are there community partners involved? Y / N**

*If so, list them here:*

**Similar Programs/Activities**

*To your knowledge are there similar programs or activities offered in PEC? Explain.*

**Attach Project Budget**

Detail all expenses and other revenue sources that are supporting the project.

**Attach Applicant Profile**

Attach a background of your organization, what it is, services you provide, details of leadership team and Board of Directors if applicable.

**Attach Annual Financial Statements (REQUIRED ONLY FOR Grant Applications over \$5,000)**

The preceding and current year's annual financial statements and operating budget as prepared by an accountant or other qualified outside party, including an approved proposed budget for the year which the grant is requested.

**Applications are due:** March 18, 2024 by 12:00 noon.

Applicants will be notified by end of May.

**How to Apply:**

Mail or drop off your completed application at  
The County Foundation, 35 Bridge St., Suite 107, P.O. Box 24, Picton, ON  
Or email your completed application to [info@thecountyfoundation.ca](mailto:info@thecountyfoundation.ca)  
Questions? Phone 613-519-4470

**I agree that:**

- ☐ All information is truthful, fair, and complete.
- ☐ I agree to all terms and understand that a final report will be expected within 1 year of grant funding being received; a final report must be received before applying for additional funding; and agree to acknowledge grant funding in all promotional materials.
- ☐ My organization understands and meets the requirements set out in the General Granting Conditions.

**I am authorized to sign and submit for my organization and certify that all is true.**

**Signature:** \_\_\_\_\_

**NOTE:** If you received a Municipal Community Grant in 2023, a follow up report must be submitted **BEFORE** asking for additional funding for 2024 even if a project is still ongoing. Grant must be used within 1 year of funding being received.