



Community Grant and Renewable Energy Benefit Fund Application Form

Applicants must review the Renewable Energy Fund Grant Policy prior to applying. All applications can be dropped off at 263 Main St. Odessa or emailed to clerk@loyalist.ca.

1. Application Period being applied for (refer to section 6 of the Policy)		
Period 1: Applications due no later than February 1.	Period 2: Application due no later than June 1.	
Date Submitted:	Date Submitted:	
2. Organization Information		
Organization Name:		Telephone:
Address:		Municipality (if not Loyalist):
Organization Website:	Year Organization Established:	Number of members:
3. Applicant Information		
Name	Position	Telephone and Email

4. What is the main sector your organization serves?

Arts and Culture

Environment

Human and Social Services

Recreation and Sport

Other(please specify)

5. Please provide your organization's Mission Statement and attach the organization's Constitution/By-laws.

6. Please provide a description of services and programs offered, and geographical area served by your organization.

7. Please indicate the target groups that participate in or utilize the services/programs that your organization provides (e.g., preschoolers, public, seniors).

8. Please attach a copy of the organization's/association's executive list.

9. Please attach a copy of your organization's current year's budget and previous year's financial statement.

10. Check which funding category is being applied for.

Community Grant Fund

Renewable Energy Benefit Fund

11. Grant amount being requested (Please review the Renewable Energy Grant Fund Policy for maximum amounts.)

Insert Dollar Figure:

If applying for the Renewable Energy Benefit Fund, will your organization be applying for multi-year funding? If so, please indicate how much is being requested per year and for how long (multi-year projects are eligible to receive \$75,000 per year, up to three years).

12.If applying for in-kind services, please identify the service/support being requested
(please see section 3.5.5 of Policy)

Describe

Use of Municipal property at reduced or no cost

Municipal Staff Support

Loan of Municipal Equipment

Other

13. Please explain in detail what the funds will be used for. (please refer to Policy for a list of eligible projects)

14.How many Loyalist Township resident's will benefit from your project?

Estimated number of program participants and service users:

Estimated number of audience members and event attendees:

If others, please describe:

15. Please describe the impact your project will have on Loyalist Township.

16. Please tell us about the people involved in your project.

How many full-time staff will support your project?

How many part-time staff will support your project?

How many volunteers will support your project?

What is the estimated number of hours that volunteers will contribute to your project?

17. What will your volunteers do to support your project?

18. Describe the work to be done by paid staff and estimated hours for each type of work. (e.g., administration, construction, maintenance, etc.)

19. If this is a joint project with another organization, please indicate the organization and describe the nature of that partnership (financial, operational, etc.) and the role of each partner to complete this project.

20. If any, please describe your fundraising plans.

21. Please indicate the sources of any financial support being anticipated or received for this project.

Revenue Source	Amount
Government of Canada	
Province of Ontario	

Other Grants	
Fundraising/Donations	
Other Revenue	
Loyalist Township Grant being applied for	
22. Please provide in detail the estimated expenses for the project.	
Expenses	Amounts
Salaries/Wages/Benefits/Honoraria	
Administration	
Lease/Rented or Purchased Property	
Materials	
Equipment	
Contracted Services	
Facility Expenses	
Program Expenses	
Other Expenses (legal, professional, insurance)	
Total Expenses	
23. In addition to the above summarized projected revenue and expenses, please attach a detailed budget for the project.	

For the Project or Program, please indicate:

Estimated Start Date

Estimated End or Completion Date

Duration of Project or Program in terms of hours, weeks, or months

Please provide a detailed project schedule indicating relevant milestones

24. If applying for the Renewable Energy Benefit Fund, please provide three quotations for the project.

25. If applicable, please attach a letter of permission from property owner.

26. If there are any other comments that you would like to include that may assist Council when considering this application, please provide detail here (or feel free to attach a separate sheet, if necessary).

27. Certification

We certify that, to the best of our knowledge, the information provided in this application for Renewable Energy Grant funding is accurate and complete, and endorsed by the organization which we represent.

Name	Position with Organization	Date
Name	Position with Organization	Date
Name	Position with Organization	Date

Personal information, as defined in the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), is collected under the authority of the Municipal Act, 2001 and will be used in accordance with MFIPPA. The information will be used to determine eligibility for Renewable Energy Grants. Questions about this collection of personal information should be directed to the Clerk's Office, 263 Main St. Odessa, ON K0H 2H0, 613-386-7351 ext. 121, clerk@loyalist.ca

For office use only

Reviewed by Vibrancy Fund Review Committee:

Recommendation:

Reviewed by Council:

Recommendation:

Reviewed by Proponents (if applicable):

Recommendation: