

Lambton Shores Municipal Grant/Assistance Application Form

Note: Grants or other assistance in any one year or over several years is not to be interpreted as a commitment of future years funding.

1. Name of Organization(s)

Contact Person: _____ Position: _____

Mailing Address: _____

Telephone: _____ Fax: _____

2. Assistance Requested (check appropriate box(s) and indicate dollar amount):

Financial Grant \$ _____

Details of In-Kind Assistance Requested: Note: For assistance other than direct financial grant, please outline details of request (i.e. type and estimated hours of staff support, facilities to be used, dates, equipment needed etc.)

Fee Waiver (s) Use of Municipal Property/Facilities _____

Staff Support _____

Equipment/Materials Supply _____

Other _____

Prize Donation

3rd Party Insurance Coverage*

*** Organization must be a committee of Council**

3. If request is for a Special Event - Brief Description of the Event; including objectives or the benefits to the community resulting from the event

4. Organizational Details:

4.1 Provide a brief outline of your organization, and indicate if it is incorporated as a non-profit organization.

4.2 What are the general objectives/services of your organization? (Please make reference to the categories for funding in the "Community Grant Program" policy)

4.3 Does your organization provide a service to:

- a) All citizens _____
- b) A specific group _____ If so, specify: _____
- c) A specific area _____ If so, specify: _____

4.4 In what geographical area does your organization operate?

4.5 For what specific purposes are the requested grant funds to be utilized within your organization?

4.6 Have you received funding from the Municipality in prior years? If so, provide details?

4.7 Has your organization requested financial assistance in the last 12 months from other government organizations? Is so, please list with amounts received.

5. List of the Executives of your Organization * Note: if requesting 3rd Party Liability Insurance, a member of Council must be one of the Executives.

6. What other steps are being taken to provide revenue? (i.e. admission fees, fund raising etc.)

7. Budget for the event/organization, and the organization's financial statement from the previous year; or financial statement from the previous years' event on the attached form. (Sample Included)

- a. For groups showing a surplus, a statement of intended use of the surplus
- b. For groups showing a deficit, a statement as to how the deficit will be eradicated

Name/Title of Officer making application

Signature

Date

Daytime Telephone Number

Completed applications are to be forwarded to:

**Municipality of Lambton Shores
9575 Port Franks Road, R. R. # 1
Thedford, Ontario NOM 2N0 Attention: Facilitator of Recreation and Leisure**

Statement of Revenues and Expenditures

(Name of Organization)

For the Year Ending _____

Sources of Revenue	Current Budget	Last Year Actual
(list separately) (Include ticket sales, user fees, donations Fund raising events, service charges, including all municipal, provincial and federal grants, etc.)	\$ _____	\$ _____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Total Revenues:	\$ _____	\$ _____
Expenditures: (ie permit fees, printing etc.)		
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Total Expenditures:	\$ _____	\$ _____
Surplus/Deficit	_____	_____
Surplus/Deficit from prior year:	_____	_____
Cash on Hand:	_____	_____

SAMPLE BALANCE SHEET

Lambton Shores' Seniors
Family Fun Day
STATEMENT OF INCOME
October 30, 2008

SAMPLE BALANCE SHEET

INCOME

DONATIONS

Opening Balance	\$	201.15
Lambton Wildness		200.00
Sponsor- Municipality of Lambton Shores		100.00
Sponsor - Canadian Workers		100.00
Sponsor - Harley James Dental		100.00
Sponsor - The Little Store on the Corner		100.00
Registration		355.00
Cookie Sales		152.00

Total Donations and Income

1308.15

EXPENSES

Advertising		158.50
Brochures, Signage		700.00
Fuel		20.00
Baking Supplies		80.75
T-Shirts		250.00

TOTAL EXPENSES

1209.25

NET INCOME TO BE APPLIED TO NEXT YEAR'S EVENT

\$ 98.90