

1.2 Provide a brief history of your organization and indicate if it operates as a non-profit organization.

1.3 What are the general objectives/services of your organization?

1.4 In what geographical area does your organization operate?

1.5 Do volunteers participate in your organization? If yes, indicate the number of volunteers and type of involvement.

2. Assistance Requested

Applicants may submit an application for both the Community Grant stream and the Community Vibrancy Fund stream. One application per organization, per stream, per year is permitted. Applicants must submit a separate application for each stream.

2.1 Community Grant Stream:

Financial Donation: \$ _____ (\$2,000 maximum)

In Kind Services: \$ _____ (\$2,500 maximum)

In Kind Services:

Applicants are asked to complete the chart below for in-kind requests. They should estimate the number of hours/types of services required. Community Services staff will complete the fee portion of the chart if you are unsure of the fees. Fees are available on the municipal website.

Rental Fee Waiver			
Facility	Number of Days/Hours Used	Fee	Total
Application Fee Waiver			
Application Type	Number of Events	Fee	Total
<input type="checkbox"/> Outdoor Event <input type="checkbox"/> Indoor Event			
Equipment Drop Off/Pick Up			
Type of Equipment	Quantity	Fee	Total
<input type="checkbox"/> Snow fence and posts <input type="checkbox"/> Garbage/Recycling Bins <input type="checkbox"/> Picnic Tables (dependent on availability) <input type="checkbox"/> Barricades <input type="checkbox"/> Pylons <input type="checkbox"/> Other:			
Staff Support			
Type of Support	Number of Hours Requested	Fee	Total
Other Requests			

** Note: The Community Services Department may make adjustments based on actual hours and/or experience from past events. Volunteer support may be required to assist with equipment set up/take down at the discretion of the Director of Community Services or his/her designate. Facilities must be booked through the Community Services Department by phone 519-243-1400, option 3 or email events@lambtonshores.ca.

2.2 Categories for Funding

Funding requests for capital projects shall be submitted through the Community Vibrancy Funding Stream.

Capital projects are defined as those that are one time purchase of a tangible asset. Capital projects do not include advertising or promotions (including brochures, maps, etc.) or annually purchased items (i.e. flowers).

Select **one** category for funding for which you are applying:

- Agriculture / Rural Affairs
- Arts / Culture / Community Heritage
- Community / Special Events
- Community Beautification / Environmental Awareness
- Supporting Youth / Seniors
- Tourism / Economic Development

3. Project Description

If one organization is applying for multiple projects, this section must be completed for each project. Use additional pages if necessary.

3.1 Provide a description of the event, program, or project. Include any promotional materials for the upcoming year or that have been used in the past.

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

3.3 Who will benefit from the proposed event, project, or program?

4. Financial Information

4.1 If your organization has received financial assistance from the Municipality in prior years, indicate the amounts below:

Year	Amount	Project

4.2 What other steps are being taken to provide revenue (eg. grants, ticket sales, donations, etc.)?

4.3 Provide a budget for the event, program, or project and/or the organization. Also include the organization's financial statement from the previous year.

4.3.1 For groups showing a surplus, indicate the intended use of the surplus:

4.3.2 For groups showing a deficit, indicate how the deficit will be eradicated:

Terms and Conditions

In the event that a grant is awarded through the Community Grant stream, the applicant agrees to the following:

- To complete the Project Evaluation Form (provided) within two months of the completion of the event, project or program.
- To acknowledge the support of the Municipality of Lambton Shores in all printed material and through other promotional means.
- The funds will be used only for the purposes described in this application.
- To inform staff if the project is delayed or has changed for any reason.
- In the event the project does not go forward, the applicant agrees to return the funds to the Municipality.

I agree to the terms and conditions outlined above.

Print Name	Signature	Date
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Completed applications and attachments must be delivered by September 15:

Municipality of Lambton Shores
9577 Port Franks Road,
Theedford, ON N0M 2N0

Email: events@lambtonshores.ca

Fax: 519-243-8611