

PETROLIA COMMUNITY FUND 2021 Grant Application

General Information:

Grants made through the Petrolia Community Fund range in value between 200 and 1500 dollars. Requests for larger amounts may be considered by the Committee and the Fund Administrator but will require additional documentation and may be directed to the Sarnia Community Foundation's Community Impact Grant Process. Projects funded **must impact the Petrolia area directly.** Grants are made on a one-time basis. Previous funding does not guarantee additional funds will be granted for the same project or programme in subsequent years.

The application must be submitted in both electronic (pdf) and paper format by November 30th, 2021 at 4 pm as follows:

The pdf file application must be sent to <u>office@sarniacommunityfoundation.ca</u> and reach the Office and Grants Administrator by the time deadline on November 30thst

and

ONE Paper copy must be delivered to the Fund Administrator (Sarnia Community Foundation)* 110-560 Exmouth, Sarnia ON N7T 5P5

*The *paper* application may be delivered to the Town of Petrolia office BUT must be received by the 29th of November at 4 pm in that location to ensure delivery by the posted deadline to the Fund Administrator. Envelopes must be sealed and clearly marked to the attention of the Petrolia Community Fund Grant Administrator.

Town staff are NOT involved in the selection process and will not accept emailed submissions.

All questions should be directed to the Fund Administrator @ 519 332 2588 Late submissions WILL not be considered.

The following are NOT eligible for micro grants.

- Annual Fund drives
- Travel costs
- Building campaigns

- Debt reduction Political activities
- Endowment funds
- Direct religious activities
- Projects, programs or expenses that will be completed or incurred before December 15th, 2021.

GRANTS will be awarded in January 2022 in a manner consistent with gathering regulations and any social distancing requirements in force within the Province of Ontario at that time.

Applicants chosen to receive a grant must:

- Provide any documentation required by the Fund Administrator to prove the grant funds were allocated to the project applied for (e.g. receipts, minutes, bank statement etc.)
- Be available for photos, interviews or any other promotional activities as arranged by the Foundation (e.g. banquets, award ceremonies, media interviews, etc.) This may include speaking to the grant impact in a short video.
- Acknowledge the Petrolia Community Fund as a funder during the fiscal year in which they receive the grant

By signing the application, the applicant agrees to comply with the expectations of grant recipients detailed in this application and gives The Fund permission to publish grant, agency information including names related to the grant.

Grant applications, which are not approved, will remain confidential.

The Petrolia Community Fund is administered by the Sarnia Community Foundation.



Name of Organization Applying

Charity, registered with Canada Revenue Agency (CRA) Date of Registration Our Charitable Registration Number (Format: 12345-6789 RR0001) Amateur Athletic Association, registered with Canada Revenue Agency (CRA) Registration Number Registration Number (Format: 12345-6789 RS0001) Municipality (Format: 12345-6789 RS0001) Municipality (Format: 12345-6789 RS0001) We are NOT a registered charity but we have established an intermediary relationship with a charity or amateur athletic association that is registered with Canada Revenue Agency (CRA) or with a municipality. Please note a copy of the board motion establishing the relationship will be required, Name of Intermediary Organization	Optic		anization is as a (select one):							
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Primary Contact Person Title	Primary	/ Contac	t Person		Title					
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PETROLIA COMMUNITY FUND 2021 Grant Application

Our Organization requests a grant in the amount of_

1. What will the grant will be used for?

2. Please explain what difference the grant will make to the community.

3. If appropriate, how have you planned to continue this initiative?

4. If funded, how do you intend to recognize the Petrolia Community Fund's support?

We acknowledge and accept that should our application be approved and funded, the grant will be used for the purposes outlined in this application and for no other purpose, unless permission is sought and obtained in writing in advance from the Petrolia Community Fund Administrator

We will undertake to comply with the requirements of the Fund related to evaluation, reporting and publicity for the grant should the application be successful by the dates set out in any approval letter issued to us.

Date		Name	(Please Print)		Title	Signature of signing officer
	Name (Please	Print)		Title		Signature of individual who prepared the application