

Community Grants 2023

Osprey Community Foundation

Previous Grants

2022 Grant*

Note that you are not permitted to apply for a further grant until any previously-funded projects are completed and Osprey has received the final report or has approved an extension request.

Did your organization receive a 2022 Osprey Community Grant?

Choices

Yes

No

2022 Reporting Requirements

Follow Up Forms

Have you submitted your 2022 Final Report or have you submitted and received approval for an Extension Request?

If YES you will be directed to the start of the 2023 Application: Charitable Organization Information.

If NO you will be directed to 2022 Follow Up Forms Submission Instructions.

Choices

Yes

No

2022 Follow Up Forms Submission

Please go to your Active Requests in your Applicant Dashboard. Under Follow Up Forms you can either:

1. Edit and Submit the Final Report Community Grants 2022 form or,
2. Edit and Submit a 2022 Grant Project Change/Extension Request form.

Once your Final Report has been submitted you may go back and confirm Final Report submission by clicking YES in order to continue applying for a 2023 grant.

If you are submitting a 2022 Grant Project Change Extension Request form you must receive Request Approval prior to submitting your application. Once you have received Request Approval

you may go back and click YES for Extension Request Approval in order to continue applying for a 2023 grant.

Qualified Donee Information

Is the organization carrying out this project a registered charity/qualified donee?*

Choices

Yes

No

Qualified Donee Sponsor

Revenue Canada Charitable Registration Number of Sponsoring Qualified Donee*

Format example: 123456789 RR 1234

Character Limit: 20

Legal Name of Sponsoring Qualified Donee:*

Character Limit: 50

Contact Name, Title of Sponsoring Qualified Donee*

Character Limit: 100

Mailing Address*

Character Limit: 250

Telephone

Character Limit: 10

Email*

Character Limit: 254

Qualified Donee Sponsorship Agreement Form*

Please fill out and upload the Qualified Donee Sponsorship Agreement Form.

File Size Limit: 3 MB

Summary Page

Project Name*

Name of Project.

Character Limit: 100

Project Description*

Character Limit: 2000

Project Objectives*

Character Limit: 2000

Amount requested from the Osprey Community Foundation*

Character Limit: 20

Is the proposed project part of a larger initiative*

Choices

Yes

No

Larger Initiative

Please indicate project name and total project budget:*

Character Limit: 2000

SECTION A - Outline of Proposed Project

Please be as brief and concise as possible.

Project Start Date:*

Character Limit: 10

Project End Date:*

Character Limit: 10

1. Purpose

a) What need(s) will the project address?*

Character Limit: 2000

b) How were these needs identified?*

Character Limit: 2000

c) How will project objectives help address these identified needs?*

Character Limit: 2000

2. Benefit

a) Who will benefit from this project, directly and indirectly?*

Character Limit: 2000

b) How will they benefit?*

Benefits can be to a large number of people in the community, to those most in need, and/or to the organization itself.

Character Limit: 2000

3. Collaboration

a) Are you working with other partners to carry out this project? Please explain.*

Character Limit: 1500

4. Evaluation

a) What are your criteria for success for the project, and how will you know you have met them?*

Character Limit: 2000

5. Plan of Action and Project Activities

a) Describe who will do what and specifically how the Osprey grant will be used.*

Character Limit: 2500

b) Is this grant for an ongoing program? If so, how do you plan to sustain it?*

Character Limit: 2000

c) Will your project continue if you are awarded a smaller grant?*

Choices

Yes

No

SECTION B - Project Budget

Osprey Community Grants Budget

Please provide the full budget for your proposed project as well as what you are asked the Osprey Foundation to fund.

Please select from each drop down list below, to enter your projects main expense items	Total Cost of Expense Item (Column A)	Requested Amount From Osprey (Column B)	Description/Notes

Other Sources of Anticipated Income

Please fill in the fields below listing all sources of income for this project **other than the proposed amount from Osprey** (e.g. other grants, cash, in-kind contributions, volunteer support, ticket sales) Value volunteer time @ \$20/hour

Source	\$ Assured Funding (Column C)	\$ Potential Funding (Column D)	Contact Name & Telephone

1. Please enter "Requested Amount from Osprey" (Total of Column B)**Character Limit: 20***2. Please enter "Assured Funding" (Total of Column C)****Character Limit: 20***3. Please enter "Potential Funding" (Total of Column D)****Character Limit: 20***4. Please enter the sum of questions 1 to 3*****(Total of Column B + Total of Column C + Total of Column D)***Character Limit: 20***5. Please enter "Total Cost of Project Expense" (Total of Column A)****Character Limit: 20***6. Please subtract question 5's answer from question 4's answer***

This is your projects **Net Income**. This amount **MUST EQUAL ZERO**. *Please do not submit your application until this number is zero.*

Character Limit: 20

**** Eligible projects must have a net income of \$0.00. In other words, your projects 'total income' must equal your expected 'total expenses' ****

Reduced Funding

a. Please describe what changes you will make to your project if you are awarded a smaller grant.*

Character Limit: 2000

Additional Documentation (Optional)

Upload any additional supporting documentation here. (Optional)

File Size Limit: 5 MB

Upload any additional supporting documentation here. (Optional)

File Size Limit: 5 MB

Upload any additional supporting documentation here. (Optional)

File Size Limit: 5 MB

SECTION C - Recognition

How will you recognize the support provided by Osprey Community Foundation?*

Check all that apply.

Choices

- Use Osprey logo on your web site, publications, signage or advertising
- Include an article about the grant in a newsletter
- Prepare a media release about the grant
- Borrow a banner from Osprey for an event your are hosting
- Social media post
- Other

SECTION D - Consent

Initiator/Preparer of Application, title:*

Character Limit: 250

Date*

Character Limit: 10

Signing Authority of Applicant Organization Name, title:

Character Limit: 250

Date*

Character Limit: 10

Authorization*

I authorize that Osprey Community Foundation may share this application with its donor-advised fund holders for other potential funding.

Choices

- Yes
- No

By submitting this completed document you hereby authorize Osprey Community Foundation to collect, use, and disclose you personal information as follows for use and publication:

Type of personal info:

* Photos(s) *Bio Info provided *Other

Purpose, Use, and Type of Disclosure/Publication:

*Newsletter(s) *Annual Report *Osprey Website *Media Release(s) *Osprey Social Media
*Osprey Community Presentations *Other

Purposes(s) & Use(s):

*Provide info to Staff, Board, and Committee Members *Promote Osprey *Other
If consent is withdrawn, applicant(s) acknowledge that existing publications will not be withdrawn.

Additional Follow Up Questions

Character Limit: 1500