



Box 598, Lac du Bonnet MB, R0E 1A0

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FEBRUARY 29 2020

204-213-0063

LAC DU BONNET ICE FISHING GRANT INSTRUCTIONS & APPLICATION

GRANTS: Non-profit organizations can apply for funding up to 90% of their total project costs, to a maximum of \$10,000. Applicants must provide a minimum of 10% of the total project costs (i.e. if applying for a \$5,000 grant, organizations must be able to contribute \$500 in funding towards the project). **A project completion report or project progress report must be submitted by December 31, 2020.**

CORE CRITERIA: The Lac du Bonnet Ice Fishing Derby Grant supports Lac du Bonnet and area non-profit organizations in their efforts to build, create, support, and sustain thriving programs and facilities. In order to be eligible for funding, the following criteria must be met:

- Operate as a non-profit organization in Lac du Bonnet
- The project has direct benefit to the residents of the Town and the RM of Lac du Bonnet and there is evidence of need.
- The project has additional support from the community to complete the project in terms of other grants, volunteers, and/or in-kind services.
- The organization has a history of post grant reporting if they have applied for a Lac du Bonnet Ice Fishing Grant in the past.

Although not required, preference may be given to projects that demonstrate the following:

- The projects will provide the most good to the community.
- The project is innovative and original (something new and unique for Lac du Bonnet).
- The organization has participated as a volunteer in the Lac du Bonnet Ice Fishing Derby for the current year.

The Lac du Bonnet Ice Fishing Derby uses these criteria to assess the potential grants, such as how the project or your group:

- Fits the mission and mandate of your organization.
- Has a history and potential for success.
- Directly impacts a significant number of people or significant environmental area.
- Shows a direct link to a recognized need or priority in the Lac du Bonnet area.
- Has qualified staff expertise suited to implement the project and volunteers involved.
- Adds value to initiatives already in place or addresses a gap in services.
- Has an evaluation plan/strong data gathering methods for showing outputs or outcomes of the project.

Eligible Project Costs

- Materials, supplies, equipment
- Capital projects or renovations (preferred)
- Equipment or facility rentals
- Instructor Fees & Travel Expenses if required for the project implementation

Ineligible Project Costs

- Individual, family, political, professional activities or associations.
- Religious or sectarian organizations (except where they represent non-denominational community and social support services).
- Political advocacy or avocation purposes.
- A project is designed for the purpose of financial profit for the proponent.
- Capital campaigns for monuments.
- Deficit reduction and retroactive funding.
- Multi-year funding, although an organization can apply in subsequent years for the same project.
- Curricula for schools or universities.
- Staff wages
- Fees for professional performers, guest artists.
- Sponsorships.

GRANT PAYMENT PROCESS: Payments to Grant Recipients will be determined on a case by case basis following a consultation between the Lac du Bonnet Ice Fishing Derby Committee and the Recipient Organization.

GRANT REPORTING PROCESS: Upon completion of the project, successful applicants must submit a report outlining the achievements of the project, including pictures. Failure to submit a report upon completion may lead to ineligibility of future grant requests from your organization.

APPLICATION PROCESS AND SUBMISSION: Applications will be accepted until March 31, 2020. Please submit your completed application form and supporting documents by email to gm@ldbice.ca

BEFORE YOU BEGIN: Please ensure you have:

1. Read the Lac du Bonnet Ice Fishing Derby grant application guidelines.
2. Met the core criteria for the Lac du Bonnet Ice Fishing Derby.
3. Talked to the Lac du Bonnet Ice Fishing Derby Manager, Cyndie Mitchell, at 204-213-0063.

BEFORE YOU SUBMIT: Please ensure you have:

1. Completed all the questions with as much detail as possible.
2. Saved the Application as a PDF with the Title: Grant Application_[Organization_Name].
3. Saved a copy for yourself.

CONSULTATION SERVICES: General questions about your grant application, or to ensure your project is eligible prior to submission, should be directed to the Lac du Bonnet Ice Fishing Derby General Manager. If you require assistance in completing your grant application, you may contact Pam Habing at Community Futures Winnipeg River (204-345-8691).

PART I: ORGANIZATION INFORMATION

CHARITABLE ORGANIZATION NAME:			
YEAR ORGANIZATION ESTABLISHED:			
CHARITABLE REGISTRATION NUMBER:			
FULL MAILING ADDRESS:			
PRIMARY CONTACT PERSON:			
CONTACT PERSON'S POSITION:			
PHONE NUMBER:		EMAIL:	
ORGANIZATIONS WEBSITE:			

Please provide a secondary contact person with signing authority who may be contacted to confirm awareness and approval of your organization's intent to carry out the project (CEO, Board President, Vice-President or Treasurer):

SECONDARY CONTACT PERSON:			
SECONDARY PERSON'S POSITION:			
PHONE NUMBER:		EMAIL:	

PART II: SUMMARY OF YOUR GRANT REQUEST

PROJECT TITLE:			
AMOUNT OF THE GRANT YOU ARE APPLYING FOR:			\$
WHAT PERCENTAGE IS THIS COMPARED TO YOUR PROJECT COST:			%
CAN YOUR PROJECT PROCEED WITH PARTIAL FUNDING FROM THE DERBY?	YES		NO
WHAT IS THE MINIMUM CONTRIBUTION REQUIRED TO MAKE THIS PROJECT FEASIBLE			\$

Project Summary: Please provide a summary of what your project will produce including how many people will benefit from the project. This summary will be posted publicly and with donors. Please use the name of your organization or project, not the pronoun "we" and explain what your project will accomplish.

(Maximum 1,000 characters)

PART III: DETAILED PROJECT DESCRIPTION

Please respond to the following questions in point form, keeping your answers as concise as possible in consideration of our reviewers. Please be concise and note the character limits shown in brackets where applicable.

A. MISSION AND MANDATE

1. Briefly describe your organization's Mission and Mandate (Mission and Value Statement)

(Maximum 1,000 characters)

2. How does this project relate to your organization's Mission and Mandate?

(Maximum 1,000 characters)

3. Briefly describe the project plan. Please tell us the key activities about your project using the tables below (one activity per table). Be specific in your number where applicable, and use the following as a terms of reference for completing the information:

Activity: What will happen?

Dates: When will it happen? List the milestones, with date range for each phase of the project.

How many people will benefit: Tell us how many people will benefit or could be impacted from the completion of each key activity.

Indicators of success: Insert attendance rates, satisfaction surveys, completion rates, web site visits, and focus groups where appropriate.

Activity:			
Dates:		How many people will benefit?	
Indicators of Success:			

Activity:			
Dates:		How many people will benefit?	
Indicators of Success:			

Activity:			
Dates:		How many people will benefit?	
Indicators of Success:			

Activity:			
Dates:		How many people will benefit?	
Indicators of Success:			

Activity:			
Dates:		How many people will benefit?	
Indicators of Success:			

Activity:			
Dates:		How many people will benefit?	
Indicators of Success:			

B. COMMUNITY NEEDS

4. How does this project relate to one or more of Community Needs issue areas?

(Maximum 1,000 characters)

5. Please place a X in the Community Needs issue(s) area that best matches your project's benefits:

Arts, Culture, & Heritage		Belonging & Leadership		Economy	
Environment		New Initiatives		Health & Wellness	
Housing		Learning		Safety	
Standard of Living		Transportation		Recreation & Sport	
Youth Development		Other:			

6. How did your organization determine the need for this initiative? *(Cite internal evidence collected, related research, or best practices).*

(Maximum 1,000 characters)

7. Are other organizations doing something similar? If so, what value would your project add or how does it connect to another organization to enhance impact on participants?

(Maximum 1,000 characters)

8. What would be the impact on the community if this project did not proceed?

(Maximum 1,000 characters)

C. ORGANIZATION'S HISTORY AND QUALIFICATIONS

9. What is your Organization's current annual budget as total expenses:

\$

10. What is your organization's track record in this type of project? Please describe the history and levels of success to date.

(Maximum 1,000 characters)

11. Describe the capability of your organization/staff/volunteers to conduct the project. (E.g. special knowledge, skills and qualifications, years of history).

(Maximum 1,000 characters)

PART IV: BUDGET DETAILS

12. Please fill out the following template to show a one-page summary of your budget for this project.

PROJECTED REVENUE			
Sources of Funding	Amount	Cash or In-kind Donation	Confirmed or Potential?
Lac du Bonnet Ice Fishing Derby	\$		
Your Own Fundraising or Contributions	\$	Cash	
Your Own Fundraising or Contributions	\$	In-kind	
Sponsorship or Donations (Cash)	\$	Cash	
Sponsorship or Donations (In-kind)	\$	In-kind	
Human Resources (Volunteer Hours)	\$		
Other Sources of Funding:	\$		
1.	\$		
2.	\$		
3.	\$		
4.	\$		
5.	\$		
Total Revenue	\$		

PROJECTED EXPENSES			
Detailed Item Description	Total		Amount Requested from Derby
Capital Cost: Asset Purchase	\$		\$
Capital Cost: Asset Renovation	\$		\$
Equipment Purchases	\$		\$
Equipment Rentals	\$		\$
Human Resources (Contractors, Professional Fees, other)	\$		\$
Human Resources (Volunteer Hour Commitments)	\$		\$
Instructor Fees	\$		\$
Marketing and Promotions	\$		\$
Materials and Supplies	\$		\$
Post Evaluation Costs	\$		\$
Rental of Facilities	\$		\$
Transportation	\$		\$
Other: Please give complete list in question #13	\$		\$
Total Expenses	\$		\$

13. If you have listed total expenses under OTHER in the Project Expenses Table, please provide a list of the specific costs, with the associated grant request amount(s).

PART V: ADDITIONAL DETAILS

14. If your organization receives a grant, how will you share the results with others? Examples include hosted community events, newsletter articles, publications, online articles, or other outreach activities.

(Maximum 1,000 characters)