

Emergency Fund Application Unincorporated Groups

*****Reminder: In order to avoid a loss of time and information, please download and save this application to your computer prior to filling in. *****

Part 1 General Information
Unincorporated Group:
Contact Name:
Contact Information:
Website:
Sector:
Arts and Culture Environment Human and Social Services Recreation and Sport Other (please specify): _____
1. Eligibility Questions
To be eligible, unincorporated groups need to be able to answer " yes " to the following questions:
Are the funds being requested to be used to support community needs during the COVID-19 pandemic? Are the funds being requested for a project or initiative and not for personal gain? Do you and the members of your group reside in Guelph?
To be eligible, unincorporated groups need to be able to answer " no " to the following questions:
Are either you or any members of your group employed with the City of Guelph? Do you or any members of your group perceive there to be a conflict of interest? Are the funds requested being used to generate a profit for a business?

2. Funding Request

What is your funding request (up to a maximum of \$5,000)? \$_____

If the City is not able to fully fund your request, is partial funding acceptable?

Yes

No

Part 2 Project/Initiative Information

3. Briefly describe what other projects/initiatives you have delivered, or currently deliver to benefit the community. (use 300 characters or less)

4. Briefly describe the project/initiative for which you are applying for funding. (use 300 characters or less)

5. Describe in detail why funding is essential to achieve your project/initiative? (use 200 characters or less)

6. How many Guelph residents do you foresee benefiting from your project/initiative? _____

Part 3 Fund Goals & Pandemic Response

Select the Emergency Fund goal that best reflects your project/initiative. Briefly explain how you plan to achieve this goal and the effect achieving the goal will have in the future.

7. Emergency Fund Goals

How will you achieve this goal? (use 1000 characters or less)

How will achieving the above goal effect the future of your project/initiative? (use 500 characters or less)

8. Tell us about the impact your project/initiative will make in the lives of Guelph residents. How will the community, or lives of residents, be different as a result of your work? What will change for them? (use 500 characters or less)

9. Who and how will you collaborate or partner with in delivering your project/initiative? (use 500 characters or less)

Part 4 Financials

Please complete the budget below for the year in which you intend to spend the Emergency Fund. Include any and all projected revenues and expenses to the end of the year.

10. Budget Summary

	BUDGET YEAR
	Current Budget Year From
	Current Budget Year To

REVENUE

City of Guelph Grant	
Other City of Guelph	
Province of Ontario	
Government of Canada	
Other Grants	
Fundraising/Donations	
Program Revenues	
Other Revenue	
Other Revenue Description	
TOTAL REVENUES	

EXPENSES

Salaries/Wages/Benefits	
Artistic Fees	
Office/Administration	
Lease Expenses	
Fundraising Expenses	
Program Expenses	
Other Expenses	
Other Expenses Description	
TOTAL EXPENSES	

SURPLUS/(DEFICIT)

SURPLUS DESCRIPTION	
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