

Caledon Council Community Golf Tournament (CCCGT) Grant Application

Not-for-profit organizations are invited to apply for funding through proceeds of the **Caledon Council Community Golf Tournament (CCCGT)**. The CCCGT Grant Program is intended to provide support to organizations for the purpose of a specific and measurable project or program. There are two available grant streams:

- Primary Recipient – receives a large portion (2017 - \$75,000 of net funds provided to Primary Recipient) of the net funds raised from the annual tournament
- Secondary Recipients - remaining net funds from the tournament each year are distributed to multiple organizations

Applicant Information

Organization Name		Contact Name and Position	
Current Mailing Address			Town/City
Postal Code	Phone Number		Province
Ward your organization is based in (<i>please check one</i>) 1 2 3 4 5 ALL		Registered Charity Number or attach Proof of Not-for-profit status	
Email Address		Website	

Grant Stream (please check one)

Primary Recipient

Preference will be given to a group or organization that is aligned with the following criteria:

- is located in Caledon and/or provides services for Caledon residents
- is a capital project in nature benefitting the community
- provides a detailed scope of the project, and
- provides a plan to recognize the grant and the Town.

Secondary Recipients

Preference will be given to groups or organizations that are aligned with the following criteria:

- specific and measurable projects that present a unique opportunity to showcase the Town of Caledon,
- is located in Caledon and/or provides services for Caledon residents,
- projects costing \$5,000 or less, and
- projects that can be completed within the current year.

Questionnaire

1. Grant amount applied for?	\$
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<p>2. Organization's Mandate?</p> <p>a) Purpose/Mission</p> <p>b) Goals and Objectives</p>	
<p>3. Describe the purpose of the grant funding and/or scope of the project. If *Capital, explain how it will benefit the community.</p> <p>*Capital Expenditure – An appropriation of funds for a capital improvement project or asset. These are non-operating expenditures to acquire assets which will have a useful life greater than one year.</p>	



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<p>4. Please provide a timeline for the project, including proposed start and completion dates.</p> <p>* Primary grant recipient project completion report will be bound by timelines provided herein.</p> <p>* Secondary grant recipients - it is preferred that secondary grants recipient projects be completed and proof of payment submitted by December 1 of the year the grant is awarded.</p>	
<p>5. Please provide a list of all other sources of funding that contribute to your project/program.</p>	



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<p>6. Has the organization received any other grants or funding from the Town of Caledon?</p>	
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7. List Board of Directors, if applicable (attach separate sheet if required):

Applicant Name and Position	

8. How will the Town of Caledon / CCCGT grant be recognized (e.g. Promotional materials, banners at the event etc.)

PLEASE NOTE:
Primary Grant Funding will be provided (in a predetermined percentage) upon signature of a grant agreement and Council approval of CCCGT event financials, as per the schedule detailed in the grant agreement. Remaining funds will be provided upon provision of a project completion report with a detailed financial report listing all expenditures paid and to be paid.
Secondary Grant Funding will be provided once proof of payment of external expenditures up to or in excess of the grant is received by the Town. **Proof of payment may be submitted prior to December 1st of the year in which the grant is awarded.**

The Town's granting of funds does not imply endorsement of the product or service. Grant recipients are prohibited from making statements that suggest the product or service are endorsed by the Town of Caledon.



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I certify that the information on this form and all the attachments are true and correct. Incomplete applications may not receive grant funding.

I declare that we are NOT:

- A for profit organization
- A foundation (foundations that raise funds for registered charities are permitted)
- Groups or organizations of religious nature (religious groups hosting an event or activity for the community that is non-denominational in nature are eligible)
- Groups or organizations affiliated with any political party or event; or
- Hospitals, Hospital foundations and hospital auxiliary groups or agencies
- Local boards of the Town of Caledon

And we adhere to the Ontario Human Rights Code

Contact Signature	Date of Application
The personal information contained on this form is collected under the authority of Section 365 of the <i>Municipal Act, SO 2001</i> , and will be used only for the purpose of administrating the Agricultural and Community Grant program. Questions about this collection should be forwarded to the Town of Caledon Freedom of Information Coordinator at 6311 Old Church Rd, Caledon, ON L7C 1J6, 905-584-2272.	

For assistance with the application process please contact the Town of Caledon, Finance Department at 905-584-2272 x4002 or by email at Municipalgrants@caledon.ca.

The Last Day for Filing Applications is February 2, 2020



6311 Old Church Road
Caledon, ON L7C 1J6
www.caledon.ca

T. 905.584.2272 | 1.888.225.3366 | F. 905.584.4325

Caledon Council Community Golf Tournament (CCCGT) Grant Guidelines

Purpose and Background

The Caledon Council Community Golf Tournament (CCCGT) grant program is intended to provide support to organizations for the purpose of a specific and measurable project or program.

There are two available grant streams:

- **Primary Recipient** – receives the majority of the net funds raised from the annual tournament. In 2017 the primary recipient received \$75,000 of the net funds.
- **Secondary Recipients** - remaining net funds from the tournament each year are distributed to multiple organizations

Primary Recipient

Preference will be given to a group or organization that is aligned with the following criteria:

- is located in Caledon and/or provides services for Caledon residents
- is a capital project in nature benefitting the community
- provides a detailed scope of the project, and
- provides a plan to recognize the grant and the Town.

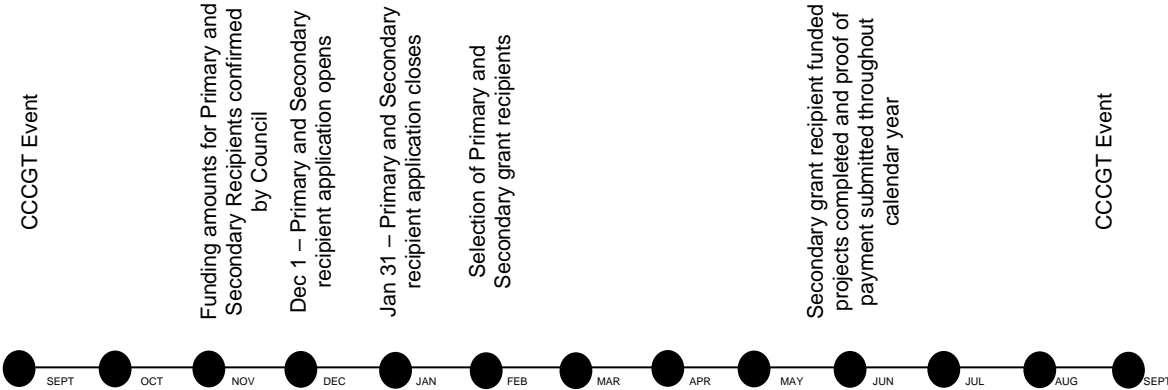
Secondary Recipients

Preference will be given to groups or organizations that are aligned with the following criteria:

- Specific and measurable projects that present a unique opportunity to showcase the Town of Caledon,
- is located in Caledon and/or provides services for Caledon residents, and
- projects that can be completed within the current year.

Timelines

The application form is made available on December 1st of each year at www.caledon.ca/golf with a due date of January 31, the following year.



Funding Availability

Total funding available each year is dependent on the net funds raised at the annual CCCGT. Organizations are encouraged to apply for secondary grant recipient funding with projects costing \$5,000 or less.

Applicants not Eligible for Funding

The following applicants/or activities will not be eligible for funding through the CCCGT Grant Program:

- For profit organizations
- Foundations (fundraisers for registered charities are permitted)
- Groups or organizations of a religious nature (religious groups hosting an event or activity for the community that is non-denominational in nature are eligible)
- Groups or organizations affiliated with any political party or event
- Hospitals, hospital foundations and hospital auxiliary groups or agencies
- Organizations not in good financial standing with the Town of Caledon or in litigation with the Town
- Local boards of the Town of Caledon

**Only organizations in adherence with the requirements of the Ontario Government, including the Ontario Human Rights Code are eligible for funding through the CCCGT Grant Program.*

Grant Requirements

Organizations applying for a grant must provide and/or ensure the following information to the Town of Caledon:

- Complete and submit an official CCCGT Grant Application form in accordance with guidelines and deadlines.
- An organization applying for multiple grants must complete an application form for each separate funding request.

Requirements after Approval

- All grant recipient organizations will be required to recognize Town of Caledon CCCGT Grant contributions by:
 - Recognizing the Town's grant contribution at the organization's event or activity. Town of Caledon property flags are available for the organization if they wish to display at the event.
 - Acknowledging of funding on all promotional material. *(If the Town of Caledon logo is used, approval must be obtained from the Town's General Manager, Strategic Initiatives prior to printing of the promotional material)*
- It is preferred that secondary grant recipients submit proof of payment to the Town by December 1 of the year in which they are awarded the grant to receive their grant funding.



- Primary grant recipient will require a grant agreement, outlining items including: overall project timeline, grant specified project timeline, additional fundraising details, schedule of payment, scope of project, expectation of project completion report, etc.
 - If the primary grant recipient is a foundation acting on behalf of a not-for-profit organization, both will be party of the agreement.
 - The Town will work with the recipient to create a schedule of payments.
 - The Town's contribution to the primary recipient be in the form of two cheques:
 - A predetermined percentage of funds allotted following:
 - Council approval of CCCGT event financials
 - Signing of Grant Agreement
 - Proof of successful completion of fundraising campaign reaching fundraising goal specified on original application
 - Remaining percentage of funds allotted following:
 - Town's receipt and approval of Project Completion Report
 - The Project Completion Report will include detailed financial listing of all expenses paid, and to be paid with the grant proceeds. The report's completion date will be agreed upon by both parties, in order for this date to be included in the Grant Agreement. The Town may ask for proof of payment if deemed necessary.