CS – Capital	Grant A	Appl	ication
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Community Services

ST. J@HN'S

Capital Grant Application

Contact Information			SECTION 1
Organization Name			
Contact Name			
Address			
City	Postal Code		
Tel (home)	(work)	(cell)	
Email	Website		
Incorporation Number (first	t-time applicants to submit proof of Articles	of Incorporation	and
Amendments thereto)			
Grant Request			SECTION 2
Amount requested from the	e City		
Percentage of total budget_			
Have you previously receive	ed funding through the Capital Grant Progr	am? Yes	No
If yes, most recent year			
Provide a brief description of	of the Capital project and intended use of the	ne funds requeste	ed:
			-

CS – Capital Grant Application	Community Services
Organizational Background Information	SECTION 3
Briefly describe the purpose and objectives of the organization:	
Describe the general types of programs and services being offered by the or	ganization:
Do volunteers participate in your programs and services? Yes	No
If yes, please indicate the numbers and type of involvement:	

CS – Capital Grant Application	Community Services
Organizational Background Information continued	SECTION 3
Describe the benefits of the Capital project:	
Project Specific Budget Information	SECTION 4
Project Specific Budget Information	3LC HON 4
We require a detailed balanced budget for your Capital project. We require the organization operating budget.	
As per policy, the City of St. John's funds up to a maximum of 50% of the ca Funding must be identified for the balance of the project.	apital costs of a project.
Summary of Estimated Capital Costs	
Description	Cost
	-



CS – Capital Grant Ap	pplication		Cor	nmunity Services
Project Specific Budge	t Information continued			SECTION 4
	Summary of Proposed	l Financing of	Project	
Source	Description	Pending	Confirmed	Amount
Federal Government Grants				
Provincial Government Grants				
Private/Other Grants				
Donations				
Other				-



CS – Capital Grant Application

Community Services

Applicant Declaration (two signatures required for groups/organizations)

SECTION 5

It is the responsibility of the applicant to ensure all required information is submitted. Incomplete applications will be considered ineligible.

I AFFIRM THAT the information in this application is accurate and complete, and the financial information is fairly presented. I agree that once funding is provided, any change to the organization program delivery will require prior approval from the City of St. John's. I agree to publicly acknowledge funding and assistance by the City of St. John's. I understand that the information provided in this application may be accessible under the Access to Information Act. I also agree to respect the spirit and intent of the various acts governing the programs of the City of St. John's.

Signature of two principal officers of the group or organization:

Name	_ Title
Address_	Date
Signature	
Name	_Title
Address	Date
Signature	

Important Information:

Applications must be received no later than 4:00 p.m. on the last Friday in November.

Ensure that you have completed all sections and enclosed all requested documentation:

- Local Organizational Financial Statements
- Detailed budget
- Quotes for Capital Work

Incomplete applications will be considered ineligible.

ST. J@HN'S

CS – Capital Grant Application Community Services
Privacy Notice SECTION 6

Collection of personal information via this form is authorized under the Access to Information and Protection of Privacy Act, 2015 and is needed for the purpose of grants administration. Questions about the collection and use of the information may be directed to the Supervisor of Tourism and Events, Community Services: citygrants@stjohns.ca.

Submissions Information

Email: citygrants@stjohns.ca with the subject line:

"City Grants- Capital."

Emails including all attachments **must not exceed 25MB**. Acceptable file formats are: pdf, docx, xlsx, jpg, png, mp3, wav, mp4, mpeg, mov, zip.

If you require assistance in submitting your application electronically, please contact citygrants@stjohns.ca

For More Information

Email: citygrants@stjohns.ca

Call: (709) 570-2186



NEWFOUNDLAND AND LABRADOR, CANADA

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