



GRANT APPLICATION GUIDELINES

1. Grant applications are only accepted from March 15th to April 15th each year.
2. All applications will be required to complete a grant application form and supply requested reference material.
3. A meeting with Foundation directors or staff may be required.
4. Successful applicants will be required to sign an agreement with the Westshore Community Foundation. This agreement states that you will provide pictures and a write up of the completed project, and provide paid invoices covering the grant before any payout is made.
5. Organizations must be registered Canadian charities with CRA, or registered Canadian amateur athletic associations, Canadian municipalities or other qualified donees as per the Revenue Canada Income Tax Act.
6. The Foundation reserves the right to audit the project's financial records.
7. Projects must benefit the people living within the following boundaries: from Matlock in the south along the Westshore of Lake Winnipeg to Riverton in the north and as far west as Fraserwood.
8. Projects must demonstrate sustainability to be considered.
9. Capital projects will be considered if there is a demonstrated need.
10. Projects which contribute to the benefit of many people will be given greater priority.
11. Pilot or demonstrated projects must include provision for evaluation and a realistic plan for financial viability beyond the pilot stage.
12. The Foundation encourages the participation of others in funding projects and, on occasion, provides matching funds or challenge grants.
13. Projects must be completed within one year of receiving the grant approval with the possibility of a one year extension with the approval of the Westshore Community Foundation.
14. Grants are not usually made to support operating expenses of organizations or programs.
15. Applications will not be accepted for:
 - a. Annual fund drives
 - b. Deficits
 - c. Endowment funds
 - d. Direct religious activities
 - e. Political activities
16. Applications will only be accepted for projects that fall within our mandate in the areas of:
 - a. The Environment
 - b. Heritage
 - c. Culture
 - d. Sports & Recreation
 - e. Community Services
 - f. Health
 - g. Education