



2025-26 GRANTS TO ORGANIZATIONS APPLICATION FORM

Deadline to apply: [Friday, March 21, 2025](#)

INTRODUCTION

The Municipality of Clare recognizes the importance and value of the contribution of non-profit community groups and organizations in our community. To help these groups achieve their goals, the Municipality of Clare offers the opportunity to apply to its Grants to Organizations program. This program offers financial support to eligible applicants to assist them in their development and growth.

Council will, as a matter of policy, restrict grants to groups and organizations who are providing a service to the residents of the Municipality of Clare. Council will consider grants to provincial and national organizations only after grants to local groups have been considered.

All sections of this application must be completed prior to consideration by the municipal staff and Council.

All recreational grant requests will be considered separately under the Municipality's Recreation Services (Community Recreation Assistance Program).

Financial assistance will be classed as either:

- a) "Special Events", which is intended to cover those expenses associated with setting up new programs or special events; or
- b) "Capital", which is intended to enable the group or association to acquire capital equipment and/or facilities.

Council reserves the right to place restrictions on the amount of funds being granted.

Requests in excess of \$5,000 must demonstrate appropriate leveraging. In these instances, municipal contributions will be limited to 50% of eligible project costs, up to a maximum of \$10,000. Confirmation of the balance of project funding will be required prior to the disbursement of funds.

Request for grants received after the announced deadline (Friday, March 21, 2025) may not be considered for funding during the current budget year.



APPLICANT INFORMATION

Name of Organization or Group:

Address:

E-mail:

Each application **must** include:

- ☐ A Financial Statement with Balance Sheet and Income Statement (last fiscal year)
- ☐ Supplier quotes
- ☐ Copies of relevant permits (if applicable)
- ☐ Other relevant documents (specify): _____

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Is your organization registered with the Registry of Joint Stocks?

☐ Yes ☐ No

Principals, Directors or Agents

Names:

Position:



Description and mandate of applicant:

PROJECT DESCRIPTION

Project description (use an additional page if necessary):

Explain how this project will benefit and/or enhance activities in the Municipality.

Target age group: _____

Amount requested: \$ _____

Name of financial institution (bank):

Address:



Explain how the operations will be financed or funded in subsequent years (if applicable). Please provide details regarding your fundraising efforts.

PROJECT BUDGET

Project Revenue	Confirmed	Potential
Federal and/or provincial contribution (specify department / program)		
Community grants		
Municipality of Clare		
Other local governments (specify municipality and each component)		
Non-government		
Earned income		
User fees		
Fundraising		
Foundations (specify)		
Other (specify)		
Applicant organization's contributions to the project/program		
Cash		
In-kind (other)		
Total Revenue		



Project Expenses	Confirmed	Potential
Total Expenses		

CONTACT INFORMATION

Name and title of contact person (please print):

Name: _____ Title: _____

Signature: _____ Email: _____

Telephone: _____ Cellular: _____

Please return this completed form and any additional information to:

Municipality of Clare
Attn: Ashley Hanks
 1185 Highway 1
 Little Brook, NS B0W 1M0
 Or by e-mail at ea@munclare.ca

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