



# Halifax Foundation

Established 1983

## GRANT APPLICATION

The Halifax Foundation is an independent non-profit organization created by an Act of the Nova Scotia Legislature. It is managed and operated by a volunteer Board of Directors. The Foundation offers grants for ***cultural, educational, civic, and charitable purposes for the benefit of the inhabitants of the Halifax Regional Municipality***. The fund is intended to support projects that will sustain, refurbish, or create a positive legacy. The total amount available for grants varies from year to year and is dependant on earnings from investments.

**Applications should be mailed to: Halifax Foundation, PO Box 2635, Halifax, NS B3J 3P7**

## Guidelines for Applicants

- Projects highlighting Heritage and Culture will be given priority.
- Applicants must have Revenue Canada charitable status as qualified donees and provide their official charitable registration number with the application.
- Other sources of project funding must be disclosed along with a project budget. The Foundation will not fund 100% of any proposed project.
- Applicants must demonstrate a clear need for each project and describe how the project will benefit the community.
- There are three (3) application intake deadlines. They are February 1, May 1, and October 1.
- A completed application form must be postmarked no later than the chosen intake date. If not, it will be deferred to the next round of applications.
- The Foundation will NOT provide grants to, or for:
  - Individual applicants
  - Annual fund-raising appeals
  - Regular or ongoing operating costs
  - Outside travel and/or conferences
  - Deficit funding
  - Endowment funds
  - Any partisan political or religious programming or activity

**Please complete all sections of the application. You may attach additional pages if necessary.**



Where is the location of the project? \_\_\_\_\_

Expected project completion date? \_\_\_\_\_

Amount of Grant requested from the Halifax Foundation? \_\_\_\_\_

What are the project funding sources (both confirmed and proposed)?

		Confirmed	Proposed
Your organization's budget _____	% of total _____	<input type="checkbox"/>	<input type="checkbox"/>
HRM _____	% of total _____	<input type="checkbox"/>	<input type="checkbox"/>
Province of Nova Scotia _____	% of total _____	<input type="checkbox"/>	<input type="checkbox"/>
Government of Canada _____	% of total _____	<input type="checkbox"/>	<input type="checkbox"/>
Fundraising _____	% of total _____	<input type="checkbox"/>	<input type="checkbox"/>
Other Source(s) _____	% of total _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	% of total _____	<input type="checkbox"/>	<input type="checkbox"/>
Halifax Foundation Request _____	% of total _____		<input type="checkbox"/>
Total Project Cost? _____			

**\*\*Please attach your organization's most recent audited financial statement\*\***

If this is a capital project, please briefly explain your proposed maintenance and replacement plans. If this is a pilot/demonstration project, please explain how you will evaluate its success.

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### Applicant Check List

Please check the appropriate boxes

- The applicant has provided the organization's official Charitable registration number.
  
- The applicant understands that the Halifax Foundation will not fund:
  - 100% of any project
  - regular or ongoing operating costs
  - individual applicants
  - annual fundraising appeals
  - outside travel or conference attendance
  - deficit funding
  - endowment funds
  - any partisan political or religious programming or activity
  
- The applicant has provided the organization's latest audited financial statements
  
- The applicant has provided additional information on the organization, or project, that may assist the Foundation in reviewing the proposal. This might include other fundraising efforts, recent operating results, Board Membership, sample publication or other such material.
  
- The applicant has chosen to apply for the following intake date
  - February 1
  - May 1
  - October 1
  
- The applicant understands that all complete applications will be evaluated, but there is no guarantee of funding from the Foundation.

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Signature: \_\_\_\_\_ Position \_\_\_\_\_ Date \_\_\_\_\_