



About The Grants

The Children's Foundation Grants are designed to provide funding to disadvantaged children to enable their participation in educational and recreational enrichment activities both in school and in the community. Funds are available to any child in Guelph and Wellington County with the stipulation that children requesting funds must be referred to The Children's Foundation Granting Committee by a recognized social service, education or life enrichment agency or the child's parent or guardian. In many cases, the Children's Foundation does rely on referring agencies to determine family need when referring a child and also relies on the information provided by professional or senior administrators that may be submitting applications. This partnership in helping children has been a fundamental cornerstone to ensuring efficient and timely disbursement of funds to aid children.

The History of The Grants

Established in 1976, the Grants were originally dedicated to the memory of Stephen Promoli, the son of Patricia and Fred Promoli (former Executive Director for Family & Children's Services). Stephen tragically lost his life at a young age and this fund was established to honour his memory by providing at-risk children with access to the type of programs that brought enrichment to his own life.

The Grants Today

In 2008, The Children's Foundation of Guelph and Wellington, in an attempt to further connect the work of the organization with both donors to our cause and the children we help, changed the program name to The Children's Foundation Grants. We continue to honour Stephen Promoli's memory through The Promoli Family Scholarship awarded annually to a child in care of Family & Children's Services.

Today, The Children's Foundation's goal is to expand the types of programs and areas of interest that we fund. We will consider all requests for funding to support children that are truly in need to access the important life-enrichment activities that many of our community take for granted. At the Children's Foundation we believe that every child deserves a bright future. To ensure that, we will be there to answer the call to help children

Funding to Children not Programs

The Children's Foundation is unique in that it funds children not programs. It is up to the child and their parent or guardian to determine the interests of the child and how best to fulfil these interests. Then, in association with a professional or senior member of an association, organization or agency, an application for funds is submitted. In this way, children are free to aspire to and access the type of program that best suits them, no matter where or in what setting it may be offered.

Funding Criteria

- **Please fill in all sections of this application. If any information is missing or the application is incomplete, it will be returned for completion resulting in a delay in processing the request.**
- **Funding requests will be prioritized according to the need presented by the child's family.**

The Children's Foundation of Guelph & Wellington – Application for Funding Assistance
ALL APPLICATIONS OR INQUIRIES SHOULD BE MADE BY EMAIL, FAX, MAIL OR PHONE ONLY.

- Funding applications will be considered for activities that foster initiative, self-confidence, and self-development for the individual.
- The award may not always match the request. If a partial award is granted the parents/legal guardians of the individual will be requested to contribute the balance up to the full cost of the activity.
- Candidates must reside in Guelph or Wellington County to be eligible for any funding assistance and funds are for use only in Canada.
- Applicants must exhibit genuine need for financial assistance and be willing to disclose any relevant family situations that support the request for funding.
- It is mandatory that each successful candidate submits a summary of the funded activity with the co-signature of their referring sponsor (if applicable) within 30 days of completion of activity.
- The Children's Foundation Grants do not honour funding requests for transportation costs or medical diagnostic treatments.
- There is no limit to the number of funding applications per calendar year that a child can have submitted on their behalf. However, previous funding received by the child in the calendar year of the current application being submitted may be a factor in granting funds.
- Child must have a permanent residence in Guelph or Wellington County.
- Child must be 17 years of age or younger.
- The ability to fund all eligible applications received is conditional on the availability of funds. Should there be insufficient funds at the time of the application, grant applications may be rejected.
- Please submit the funding request prior to enrolling in an activity to ensure timely approval. Registration in a program will not guarantee funding will be provided.
- Parents and guardians should access all personal sources of funding available to them prior to requesting funds.
- It is the family's choice of which activity they wish their child to access, however activities with greater fees will limit the number of grants requests the Children's Foundation will be able to approve for that child in any calendar year.
- Granting policies may be changed by the Children's Foundation at any time without notice.

Application Procedure

- There are 2 types of funding. Please ensure you are submitting the correct forms:
 - Application for Financial Assistance – appropriate for individual support for a specific program
 - Application for School Enrichment Programs – funding for a school-wide programs (i.e. a special program which will allow the school population as a whole to benefit).
- Only fully completed and detailed application forms will be considered. Further information may be requested prior to the approval of applications.
- Ensure that the application is signed & dated
- Please include a brief letter outlining the reason for the application and your financial situation is highly recommended.
- Please complete one application per child per activity.

If you are unsure of the eligibility of the merits of your funding request, please contact The Children's Foundation **BY PHONE, FAX OR EMAIL ONLY** for more information.

Tel: 519-826-9551 **Fax:** 519-766-4870

Email: info@childrensfoundation.org **Web:** www.childrensfoundation.org



87 Waterloo Avenue, Upper Level
Guelph, ON N1H 3H6
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Email: info@childrensfoundation.org
Web: www.childrensfoundation.org

FOR OFFICE USE ONLY:

Date Received: _____ Previous Funding Request Dates(s): _____
Recommended Funding: _____
Authorization: _____

APPLICATION FOR FINANCIAL ASSISTANCE
(TO BE COMPLETED BY THE ADMINISTRATION OF THE REFERRING AGENCY
CHILD CARE PROFESSIONAL, PARENT OR GUARDIAN)

IMPORTANT NOTE! This application may seem long but taking a few minutes to fill out the information and providing the necessary documents will ensure a quick response to funding requests.
Thank you for taking the time to fill out this application in full.

CONFIDENTIALITY POLICY

The Children's Foundation is committed to protecting the privacy and the confidentiality of the personal information collected in the following application.

This application is for (check one): Life Enrichment School Enrichment

GENERAL INFORMATION - Date funds are required: _____

APPLICANT'S NAME: _____

PARENT(S)/GUARDIAN(S) NAME: _____

ADDRESS: _____

CITY: _____ POSTAL CODE: _____

TELEPHONE: (____) _____ E-MAIL: _____

AGE: _____ GENDER: _____ DATE OF BIRTH: _____

(day/month/year)

REFERRING AGENCY (If applicable):

NAME OF ORGANIZATION: _____

CONTACT NAME & POSITION: _____

ADDRESS: _____

CITY: _____ POSTAL CODE: _____

TELEPHONE: (____) _____ EMAIL: _____

1. FAMILY BACKGROUND

A) Single Parent Family: ____ Two Parent Family: ____ No. of Children in the Family: _____

B) Family information/background to explain circumstances relevant to funding request:

2. SOCIAL SERVICE AGENCIES/SCHOOL INVOLVEMENT WITH FAMILY

A) To what extent is your organization involved with the family?

B) Do you know of any other organizations assisting the family? If so please list.

3. INFORMATION ON ACTIVITY

A) What experience or activity are you proposing for the candidate?

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B) Please explain what the anticipated benefits are from such a program for the applicant and their family (attach additional sheets, if required):

C) Total Cost of Activity \$ _____
Parent(s)/ Legal Guardian(s) Contribution \$ _____
Referring Agency Contribution \$ _____
Other funds being accessed for this activity \$ _____
(please provide name of organization applied to _____)

Amount Requested from Children's Foundation \$ _____

D) Dates/Duration of proposed activity: _____

F) Is this a subsequent application within the past 12 months? Yes _____ No _____

G) Cheque payable to: _____

4. FAMILY FINANCIAL INFORMATION

Checklist for individuals applying for Financial Assistance

- Provide a brief letter telling us about your child, the family situation, what the need is and how our funds will help.
- Provide documentation confirming the **household income**, as shown on line 150 of the CRA Notice of Assessment(s) of the child's parent(s)/supporting guardian(s) and their respective spouse/common law partner is below \$40,000.00 (aggregate - family size will be considered in all grant applications). Please include one of the following:
 - The most recent Notice of Assessment(s) from Canada Revenue Agency **and** page 1 and 2 of the correspondent T1, or a copy of the cheque stub(s) from your most recent Social Assistance payment are required.
 - Provide information on any funds that you have secured or are seeking from other sources for the activity the funding request covers.

NOTE: Please ensure all information and supporting letters or documentation is provided.
If these documents are not available, please include similar documents.

- You may also provide a letter from a secondary party (i.e. from a social agency, school principal) supporting the request and giving an independent view of the family situation.
- Ensure to keep a copy for yourself.
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If any information is missing, the application will be returned for completion, resulting in a delay in processing your request.

RELEASE OF INFORMATION

I agree that the Children's Foundation may:

- Contact organizations conducting the activity, once funding has been approved for the purpose of facilitating grant payments.
- Carry out inquiries for the purposes of confirming or clarifying the information submitted, processing the application or addressing an application.
- Contact me for the following purposes:
 - To obtain feedback on the activities funded by the Children's Foundation.
 - To advise me of new information or services that may be of interest to me.
 - To provide me with an opportunity to contribute to the Children's Foundation.
- Disclose any/all of the information in my application to such parties for the purposes set out above.

WAIVER

I/We hereby state that the above information is accurate and authorize the Children's Foundation Fund to make any inquiries it deems necessary to verify this information, and that the confidentiality of such information will be respected.

I/We understand that the Children's Foundation Fund has the right not to grant any or all of the funds requested.

I/We further acknowledge that the Children's Foundation Fund provides funding only. I/We, as parent or guardian of the above mentioned young person, assume all risk involved in the activity/program in which the child participated, and I/We release and hereby agree to indemnify and save harmless the Children's Foundation Fund, its agents and/or employees from any liability for personal injury and property loss or damage whether it occurs while participating in the funded activity/program or travelling to or from the funded activity. And I, the recipient of the said benefit, hereby join with my said parent(s)/legal guardian(s) in the foregoing acknowledgement, assumption of risk and indemnification for the Children's Foundation Fund.

Dated this _____ day of _____ 20_____.

Signature for Referring Agency: _____

AND
Signature of Parent/Legal Guardian Approval: _____

OR
Signature of Applicant (18 years of age and older): _____

Unless otherwise requested, approved funding will be distributed by cheque, payable to the referring agency. Cheques will not be made payable to an individual, nor will funding be distributed directly to the applicant or their family.

Questions?

Please contact the Children's Foundation of Guelph and Wellington by PHONE, EMAIL or FAX ONLY. Applicants are strongly discouraged from personally visiting the office of the Children's Foundation to inquire on the status of their application.