Canadian Children's Optimist Foundation

CLUB GRANT PROGRAM

Club Grant Application Form

Each year, the Foundation awards $1,000 to 4 Optimist Clubs for community projects that benefit Canadian children under 18.

Fill in this form on your computer, save it and send it to info@ccof-foec.org or clubgrant@optimistfoundation.ca before March 31, with photos of your fundraising efforts and/or project, when applicable. You can also apply online at optimistfoundation.ca/programs/club-grant/apply/

Before you apply

- ☐ Your club is a Canadian adult Optimist Club in good standing with Optimist International.
- ☐ The beneficiaries are Canadian children under 18, and the project benefits children at large, not private individuals.
- ☐ The project is not about childhood health (apply to Spread Relief instead).
- ☐ Your club has already started its fundraising efforts.
- ☐ One grant per club per year. Deadline: March 31.
- ☐ The club president signs this form. You commit to publicly recognize the Foundation's support.

1 Project

Project name

2 Optimist Club

Club number

Club name

Year club chartered

3 Person responsible

Name

Member number

Telephone

Email

4 Project description

Goal(s) of the project (concretely)

How will the goal(s) be achieved? (clear actions that will be taken)

5 Project parameters

Start date

End date

City

Province

Beneficiaries: age group (babies, young kids, teens...)

Beneficiaries: estimated number of people

Participants (Optimist members, community members, specialists, associations, non-profit organizations...)

i. Fundraising efforts

ii. Executing the project

Estimated number of people (i + ii)

How much has your club already raised for the project?

If so, for how many years?

Is it a recurring project of your club? ☐ Yes ☐ No

6 Impact

Importance of the project in your neighbourhood, local community or area (ideally with numbers)

Indicator used to evaluate the impact (ex: tickets sold, number of beneficiaries, items given...)

Impact of the grant itself (ex: buy 4 more bicycles, cover the printing fees...)

How will you publicly recognize the support of the Canadian Children's Optimist Foundation? (list all relevant publicity or promotions)

7 Detailed budget

Revenue	Amount ($)
Donations *	
Sales (event tickets, chocolate bars...)	
Lottery (50-50, bingo, raffle, auction)	
Sponsorship **	
Gifts in kind, estimated ***	
Down payment of the club	
Other (government or municipal grant...)	
Total revenue	

Costs to fundraise	Amount ($)
Material (used to fundraise)	
Labour (professional services, catering...)	
Marketing (promotional items, printing...)	
Operating costs (permit, rental, transport...)	
Other:	
Subtotal	

Costs of the project itself	Amount ($)
Material (used for the project)	
Labour (professional services, catering...)	
Marketing (promotional items, printing...)	
Operating costs (permit, rental, transport...)	
Other:	
Other:	
Subtotal	
Total costs	
Net	

* ** *** The original form refers to definitions on page 3, which are missing. To be completed by the Foundation.

8 Signatures

Signature, person responsible	Signature, club president	Date (YYYY-MM-DD)

RESERVED FOR THE FOUNDATION

☐ Approved ☐ Rejected

Signature, director	Date (YYYY-MM-DD)