

Community Granting Program Application

CONTACT INFORMATION

Title	First Name	Last Name
Email	Phone	

ORGANIZATION INFORMATION

Organization Legal Name	Position at Organization	
Mailing Address		
City	Province	Postal Code
Telephone Number	Email address	
Organization's official website		
Facebook	Twitter	
Instagram	LinkedIn	

Is the organization an Alterna Savings Member? Yes No

Is the individual filling this application an Alterna Savings Member or Alterna Bank Client? Yes No

Which of the following best describes the organization:

(please submit proof of charitable status, articles of incorporation or letters patent along with your application)

Registered Charity CRA # _____ RR _____

Incorporated Nonprofit Co-operative without share capital Unincorporated Association

Alterna Savings will only provide grants to incorporated groups. Unincorporated groups must be sponsored by an incorporated organization. Please include letter of support from an incorporated organization along with your application. Cheque will be issued to the sponsoring incorporated organization. Sponsor organization must submit Articles of Incorporation, Letters Patent, or charitable status.

What does the organization do? (200 words maximum):

When was the organization founded?

How many individuals does the organization employ (FTE)?

How many volunteers support the organization?

What is the organization's annual operating budget?

Do you prepare audited financial statements?

 Yes No

DETAILS OF GRANT REQUEST

Project/Program Name

Start Date

End Date

Amount Requested

Program/Project Budget

Item

Amount

Total Program/Project Budget

Please provide details of any other significant funders of the organization/program/project which the grant request will support.

Impact Region:

Please provide a brief description of your grant request, including (a) community need that it addresses and (b) details of intended beneficiaries. (500 words maximum):

How does the project or program fit into the Community Granting Program criteria as outlined on Alterna Savings' website? (maximum 100 words):

Please add any additional information for the benefit of the Alterna Savings Community Grants *Committee*. (100 words maximum)

What opportunities exist, if any, for Alterna Savings employees to volunteer with your organization?

SIGNATURES

In order for your Grant Application to be eligible for funding, it must be completed and signed by an official representative who must have the capacity and be authorized to sign and submit this Grant Application Package. The person(s) signing this form certify(ies) and agree(s) with the following:

- a) I/We certify that I have the capacity, and that I/We am/are authorized in accordance with all internal policies, procedures, and by-laws of the organization, to sign and submit this Grant Application on behalf of the organization.
- b) I/We certify that the information provided in this Grant Application and any supporting documentation is true, accurate, and complete to the best of my/our knowledge.
- c) I/We give Alterna Savings and Credit Union Limited ("Alterna Savings") express consent to send emails which may contain credit union news, educational articles, and other promotional material on Alterna Savings' Product offers. I/We may withdraw our consent at any time. I/We may refer to Alterna Savings' privacy policy or contact an Alterna Savings representative for more details. Yes No X _____ (INITIAL) X _____ (INITIAL)
- d) I/We have read and understood the Alterna Savings Privacy Policy (available by calling 1.877.560.0100 or online at www.alterna.ca/onlinepolicies/securityandprivacy) .

Name (please print)

Title

Signature

Date

Name (please print)

Title

Signature

Date

SUBMISSION PROCESS

Organizations wishing to be considered in the next round of Alterna Savings' Community Granting Program must submit the following documents before the deadline indicated on the Community Granting Program page of the Alterna Savings website. A complete application, depending on your legal structure, will include the following information:

- Completed Community Granting Program Application Form
- Proof of charitable status
- Copy of Articles of Incorporation or Letters Patent
- For unincorporated groups applying, a letter of support from an incorporated organization is also required with the application. Cheque will be issued to the sponsoring incorporated organization. Sponsor organization must submit Articles of Incorporation, Letters Patent, or charitable status.
- Letters of recommendation (optional)

Your application, once submitted to communitygrants@alterna.ca will be reviewed by the Alterna Savings Community Granting Program Committee. Be sure to review the Alterna Savings Community Granting Program Guidelines as listed on alterna.ca to ensure your funding request meets with Alterna Savings' Corporate Granting mandate. Applications not accompanied by Alterna Savings' official grant application form will not be evaluated.

***NOTE** Alterna Savings receives a great number of asks for grant dollars from worthy causes and as a small organization our granting budget is limited. We cannot approve all requests. Successful grant applications will be notified and will be listed on our website, and materials including but not limited to, social media, Annual Reports, etc..

Our network is on a secure network and sometimes the system may tag emails as spam or a virus. We will acknowledge receipt of all emails. If you do not receive a confirmation of receipt of your application within one week of your submission, please feel free to follow up to confirm application status.

Contact Us

Alterna Savings and Credit Union Limited
319 McRae Avenue, 1st Floor, Ottawa, ON
K1Z 0B9
1.877.560.0100