



Waterloo Region Community Foundation (WRCF) – 2023 Arts Grants Fund Application

Note: we want to make applying for a grant through WRCF as straightforward as possible. If you have questions about the application, including how to complete and submit your budget – please don't hesitate to reach out to grants@wrcf.ca.

Contact for this application: (who should we reach out to if we have questions?)

1. Name
2. Pronoun
3. Title
4. Email
5. Phone Number
6. Extension (if applicable)

Primary Contact for your organization: (who leads your organization?)

7. Name
8. Pronoun
9. Title
10. Email
11. Phone Number
12. Extension (if applicable)

Organizational Information:

13. Organization's Name
14. Organization's Leader Name
15. Organization Address
16. Do you have a digital platform (website, Twitter/X, Facebook, Instagram, other)? If so, please include the links
17. What geographical area will your activity serve? (*Waterloo Region, Kitchener, Waterloo, Wellesley, Wilmot, Woolwich, Cambridge, North Dumfries, Other – Please indicate*)
18. Is your organization an arts organization or collective?

Yes

No

If yes, you will be asked questions 19 and 20, and then will jump to question 23.

If you answer no, you will jump to question 21.

19. Please list the arts disciplines of your organization/collective?
20. What was your organization/collective's total annual revenue for your financial year that concluded in 2022? Please select one:
 - a. \$0.00 - \$15,000
 - b. \$15,001 - \$50,000
 - c. \$50,001 - \$100,000
 - d. \$100,001 - \$250,000
 - e. \$250,001 - \$500,000

21. Is your organization a not-for profit-that is requesting funding specifically for an arts activity that aligns with your work and engages members of the project.

Yes

No



- a. if no. You will receive a note to contact grants@wrcf.ca. Unfortunately, your organization is not eligible to apply for this funding. We would be open to discussing your project in case there are other avenues for funding we can suggest.
22. What is the total budget for arts/culture programming for your organization between between November 1, 2023 and December 31, 2024? Please select one:
- a. \$0.00 - \$15,000
 - b. \$15,001 - \$50,000
 - c. \$50,001 - \$100,000
 - d. \$100,001 - \$250,000
 - e. \$250,001 - \$500,000
23. Please provide a copy of your most recent financial statement. (File upload)
24. Is your organization a CRA registered charity?
- a. If Yes – What is your CRA number?
 - b. If No,

We do not have a sponsor for this application – (this section populates only for applicants who select this option)

Waterloo Region Community Foundation (WRCF) is a public Foundation. As part of our charitable registration, Canada Revenue Agency (CRA)'s guidelines allow WRCF to make grants and distributions only to organizations that are registered charities or "qualified donees". A list of qualified donees can be found at:

https://apps.cra-arc.gc.ca/ebci/hacc/srch/pub/dsplyBscSrch?request_locale=en

If your organization is not a registered charity or a qualified donee under CRA guidelines, you will have to find a fiscal sponsor before proceeding with your application. Learn more at WRCF's website (www.wrcf.ca/fiscal-partnership) or contact us for more information on this process, and we would be happy to assist you.

If No, we have a fiscal sponsor – (*the next section populates only for applicants who select this option*)

Fiscal Partner Information: (This section only pops up if you are not a Registered Charity and have a Fiscal Partner)

- 25. Fiscal Partner Organization Name
- 26. Fiscal Partner Organization Address
- 27. Fiscal Partner Organization Charitable Number
- 28. Fiscal Partner Contact Pronoun
- 29. Fiscal Partner Contact Name
- 30. Fiscal Partner Contact Email
- 31. Fiscal Partner Contact Phone Number
- 32. Fiscal Partner Contact Extension (if applicable)
- 33. Fiscal Partner's Financial Statements
- 34. Fiscal Partner's Interim Financial Statements
- 35. Signed Confirmation of Written Agreement

Application Information:

36. Please describe the mission and main focus of your organization/collective (Max 100 Words)



37. Title of activity you would like to fund (Max 15 Words)
38. Summarize your activity in one sentence (Max 30 Words)
39. Total Activity Cost
40. Amount requested from WRCF
41. If the grant cannot cover the total amount requested, what would be the minimum amount you need to successfully continue with the project/initiative?
42. Budget. Please click [this link](#) for a downloadable budget template. (The template asks you to enter overall activity expenses and revenue. If you need assistance completing this template please contact grants@wrcf.ca and we will help you through the process.)
43. Please describe the arts activity that you are asking for funding to support. (Please refer to Grant Guidelines for some examples)
44. How will our community benefit from this project/initiative, including how many people it will support?
45. We are gathering data about the impact that Waterloo Region not-for-profits are making towards of the achievement of the United Nations Sustainable Development Goals (SDGs).
46. Which of the SDGs does this grant primarily support for your organization? (For more information, please visit www.un.org/sustainabledevelopment/sustainable-development-goals)
47. Which other (if any) of the SDGs did this grant also support for your organization? (check all that apply)
48. *If applying organization answered no to question 24 then the applicant will also get this question:*
If your organizational structure is a collective, please describe how your organization operates on a regular basis, how many people are involved and how you make decisions. (Note: if you are an incorporated not-for-profit organization that does not have charitable status you do not need to answer this question)
49. Are you collaborating with any other organizations on this project and if so what other organizations?
50. We will give priority to funding organizations/collectives that include the people you are seeking to serve or provide programming for in decision making, delivery and/or measurement of your initiatives. Please explain how you do this this at your organization
51. How is your organization attracting and supporting diverse populations to this proposal? (When we say diverse, we mean ethnicity, race, sexual orientation, gender expression, socioeconomic class, and/or ability)
52. Preference will be given to applications that can demonstrate the impact of the funds that will be received. (For example: how will our community benefit from this funding, including how many people it will support and how they will be supported.
53. How did you hear about this grant stream?
54. If you received funding in 2022 through this Arts Grants stream, and you haven't submitted your Evaluation form yet, please provide us with a brief update on how the initiative is going. (250 words)
55. We will want to know how this funding helped our community. If you receive a grant, you will be required to complete a short grant evaluation that tells us how you used the funds, and the impact you had. The final report is due by January 31, 2025. (Note: we will provide you with a template and assistance if you have any questions.) If you receive funding, are you prepared to provide the evaluation? Y/N