



**Preliminary Grant Application**

**Background:**

The Cardinal Foundation makes grants to Canadian registered charities. The Foundation believes in building organizational capacity and/or in making a difference for recipient organizations. Grants range from \$2,500 to \$20,000 per annum and may be multi-year. **Please note that grants over \$15,000 are reserved for extraordinary projects only.** Typical annual grant sizes range from \$2,500 to approximately \$12,500. The Foundation supports projects and programs dedicated to improved social services, health, education and the betterment of the community.

As a private foundation, priority for funding will be given to projects and programs recommended by the staff and management of Cardinal Capital Management Inc. However, any registered charity that meets the aforementioned criteria may apply. **Please note that priority will be given to first-time applications.** PLEASE NOTE: that all previous grant recipients must wait a period of 24 months from their last grant payment received before applying for any additional grants. For example, if your organization received a final grant payment in October of 2016, you would have to wait until October of 2018 to reapply.

The Foundation’s Grants Committee meets in the April and October to decide on which organizations it will help.

**Applicants are required to provide full details of the project including current quotations for any products or services required to implement the program.**

**Application Information** (please complete all of the following information):

\_\_\_\_\_  
Registered Charity’s Name and Charitable Registration Number (please print or type)

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City Province Postal Code

\_\_\_\_\_  
Contact Person Name and Telephone Number (with area code)

**Briefly describe the organization’s charitable mandate (mission):** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**How did you learn of The Cardinal Foundation?** \_\_\_\_\_

**Brief description of the program or project** (attach additional sheets if you need more room):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



# THE CARDINAL FOUNDATION

Briefly describe how the Foundation's Funding will improve organizational capacity or make a difference for the organization. For example, "A walk in freezer will permit our organization to safely preserve 2-3 weeks of food thus enabling us to offer more programming ..." **NOTE: given the number of strong applications, regrettably the Foundation generally does not support computers, websites, or parent council projects (e.g. play structures, outdoor classrooms, etc.).**

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### Grant Request:

What size grant is requested? \_\_\_\_\_ Multi-year (check one) YES  NO

If multi-year, how many years are required? \_\_\_\_\_ (maximum of 5 years).

What is the total cost of the project? \$ \_\_\_\_\_ Estimated project completion date? \_\_\_\_\_

How many other funding agencies have been approached? \_\_\_\_\_ Total \$ amount of the agency requests: \_\_\_\_\_

Will your organization proceed with the project if there are funding shortfalls or cost overruns? YES  NO

### Applicants' Financial Information:

Tax receipted income in the most recent most recent fiscal year: \_\_\_\_\_

Net income of the organization: \_\_\_\_\_ Annual Funding provided for charitable activities? \_\_\_\_\_

### Other Information:

Number of full-time employees: \_\_\_\_\_ Part-time employees \_\_\_\_\_ Year the organization was established? \_\_\_\_\_

Is the applicant associated with any other charitable organization? YES  NO

Please use this space for any other information you would like to provide:

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**Fax or mail to: The Cardinal Foundation  
400 - 1780 Wellington Avenue  
Winnipeg, Manitoba R3H 1B3  
Phone: 204-774-9318 Fax 204-783-0725  
E-mail: dosborn@cardinal.ca**