

Grant Application Form

Section 1 – Identity of Applicant

- 1.1 Name of Applicant _____
(parish, diocese, institution, organization, etc.)
- 1.2 Street Address _____
- 1.3 City, Province, Postal Code _____
- 1.4 Applicant's Phone Number _____
- 1.5 Applicant's Website _____
- 1.6 Charitable Business Number _____
- 1.7 Diocese _____
- 1.8 Contact Person _____
- 1.9 Contact Person's Email Address _____
- 1.10 Contact Person's Phone Number _____

Section 2 – Ministry Context

- 2.1 Briefly describe the applicant organization and the community served. Submit this on a separate page.
- 2.2 In what year was your organization established? _____
- 2.3 Total revenues from all sources in the last year. _____
- 2.4 If you are applying as a parish:
- How many congregations or points are there? _____
 - What is your average attendance on a Sunday? _____
 - How many identifiable givers do you have? _____

Section 3 – Description of Project

- 3.1 Project Name _____
- 3.2 The Anglican Diocese of Toronto Foundation provides assistance to New and Emerging Ministries in the form of grants at the discretion of its Board of Directors to projects that align with its mission statement **“to support ministries of the Toronto Anglican Diocese”**

Grants are to be exclusively awarded to projects of the parishes and other organizations within the Anglican Diocese of Toronto.

Description of the project. Submit this on a separate page.

- What do you want to do, and why?
 - Describe the expected outcomes and impact.
 - Provide the start, execution, and completion dates.
 - Identify the project stakeholders and partners.
 - Include other relevant materials that will help the committee assess your project.
- 3.5 For **New and Emerging Ministries** projects:
- Describe how this project will meet a need that is currently not being met through other local non-profit organizations.
 - If this is an ongoing initiative, describe the plan for sustainability, including funding sources and support.

Section 4 – Project Budget & Financial Information

- A. 4.1 Application type
- Category A** – up to \$5,000
- ADTF funding will be to a maximum of 50% of the cost of the total project. So, if a project costs \$7,000, ADTF would only fund up to \$3,500
- Category B** – up to \$10,000
- ADTF funding will be to a maximum of 50% of the cost of the total project. If a project costs \$33,000, ADTF would only fund up to \$10,000

- 4.2 Amount of grant requested _____
- 4.3 Provide a project budget. Submit this on a separate page.
- Show a list of all expenses, indicating the portion that ADF funding would cover.
 - Show all revenues, including pledges, other grants to which application has been made, and donations in kind of property, labour, or materials.
- 4.4 Provide complete financial statements for the applicant.

Section 5 – Letters of Support

- 5.1 Provide 2 letters of support, listed below according to the type of applicant.
- *Parishes, Deaneries, Dioceses, and Organizations under the auspices of the Diocese*
 - Letter from the diocesan bishop, indicating the need for and benefits of the project.
 - Letter from a representative of diocesan council, including the date and wording of the motion that approved the application’s submission to ADF

Section 6 – Authorization

- 6.1 Have two signing officers and the head of your organization sign below.

We certify that the appropriate authority has approved the submission of this application.

Signature	Signature	Signature
Print Name	Print Name	Print Name
Title	Title	Title
Date	Date	Date