

**Town of Georgina  
Economic Development and Community Building Grant  
Program**

**2010  
Application Form**

**Contact: Karen Palmer, Economic & Tourism Development Office  
Economic Development Division  
Town of Georgina  
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**Town of Georgina  
[www.georgina.ca](http://www.georgina.ca)**

**Revision Date: February 2010**

## **Town of Georgina Grant Program FAQ's For Economic Development and Community Building**

### **What is the grant for?**

The objective of the Community Building and Economic Development Grant Program is to provide financial assistance to programs that serve to promote the Town of Georgina externally, generate economic activity and provide for the betterment of the Community.

### **Who can apply?**

Registered organizations, businesses, or community groups that reside or provide services within the Town of Georgina may apply. Individual residents cannot apply, however individuals acting on behalf of a legally registered organization, registered charity, or registered business may.

### **What types of projects or programs are eligible to receive funding?**

The Grant Programs assist projects or programs that are ongoing or those which are one time undertakings. The applicant must illustrate that the project contributes to external promotion of the Town of Georgina, and/or support the social or economic development of the community.

### **What is the process to apply for the grant?**

Applicants must submit a completed application, along with relevant supporting documentation to the Economic Development Office. The applications will be reviewed by the Economic Development Committee within four - six (4-6) weeks of being received. Upon consideration by the EDC, the applicants will receive a letter stating whether the application was successful or not. Prior to the release of funds, the applicant is required to sign a waiver agreeing to comply with the terms of the grant application.

### **When can I submit an application?**

Applications are accepted during two (2) specific intake periods per year. Applications are NOT reviewed outside of these intake periods. If received outside of the application periods, an application will be reviewed during the next intake period.

#### **Intake Periods**

September 1-30 (grants distributed in October-November)

February 1-28 (grants distributed in March-April)

### **What are eligible expenses?**

Eligible expenses include items or services directly required to provide the program or project to the public. Including for example; equipment rental fees, fees for service of entertainers at events, facility rentals, marketing/promotional product expenses, Expenses that are generally not eligible include staff salaries of applicant organizations, consultant fees, sub-contractor fees, and event or training expenses.

### **Is there a limit to the number of grants an organization or project can receive?**

The purpose of the grant is to assist organizations in starting up a project/event, or assist fledgling projects. It is expected that if the program/project is viable, it will secure other sources of financing once established and/or become self sustainable.

Upon the consideration of consecutive applications for the same project/event, the Committee will need to carefully consider the justification submitted in support of the application and the social and economic benefits of continuing to provide grants to the event.

### **What Is Required To Apply?**

A completed application form must be filled in and submitted to the Economic Development Office, along with business or marketing plans directly relevant to the project/event application.

### **What Is Required To Receive The Grant If The Application Is Successful?**

In order to receive the approved grant, the applicant must sign a waiver agreeing to comply to the terms of the grant, including the submission of financial and other requested information within 30 days of the event. If the terms of the grant are not complied with, the applicant/organization becomes ineligible for future funding.

### **For Further Information Contact:**

The Economic Development Office with the Town of Georgina, located in the Civic Centre at 26557 Civic Center Road, Keswick.

Karen Palmer  
Phone: 905-476-4301 ext.300  
Fax: 905-476-8100  
Email: [kpalmer@georgina.ca](mailto:kpalmer@georgina.ca)

**NOTE: ADDITIONAL CONDITIONS OR TERMS MAY BE IMPOSED ON AN INDIVIDUAL GRANT APPLICATION**

Please complete ALL questions to be eligible for the grant program. Contact the Economic Development Office of the Town of Georgina with application questions you have regarding this application.

<b>Applicant Organization Name:</b>	
<b>Name of Event:</b>	
<b>Date of Event:</b>	

**CONTACTS (2 Contacts are required)**

<b>Contact #1</b>	
<b>Phone #</b>	<b>Home#</b> <b>Work#</b> <b>Cell #</b>
<b>E-Mail</b>	
<b>Address</b>	
<b>Contact #2</b>	
<b>Phone #</b>	<b>Home#</b> <b>Work#</b> <b>Cell #</b>
<b>E-Mail</b>	
<b>Address</b>	

**Please Provide A General Description Of The Program/Event.**

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**List Other Sources Of Funding And The Amounts For The Above Named Program/Event.**

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**WHAT IS THE AMOUNT OF YOUR FUNDING REQUEST FROM THE TOWN OF GEORGINA?**

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**List Other Stakeholders Or Organizations, Involved With The Program/Event. Please Provide Contact Information For The Stakeholders Or Organizations.**

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**How Will This Project/Program Be Promoted Externally  
(Outside Georgina)?**

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**How Does This Program Or Project Contribute To The Social And/Or Economic  
Health Of The Town Of Georgina?**

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**If Marketing Is Required Please Provide A Marketing Plan.**

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**Please Provide The Proposed Budget And Business Plan Including Anticipated Expenditures And Revenues For The Project.**

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**How Many Times, If Any, Has Your Organization Or The Above Named Project/Event Received Funding From The Town Of Georgina. What Is The Length Of Time Expected For The Event/Project To Become Financially Sustainable.**

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# WAIVER

I, the representative for the applicant, have read and agree to abide by the requirements of the Town of Georgina Community Grant Program.  
If successful in receiving this grant, I agree to submit the following documentation.

1. Financial Statement – Actual
2. Marketing Plan – Actual
3. 2010 Attendance Numbers

Are you reaching your intended market?

We would like to know where visitors to your event are from.( Georgina, out of town, if so where.)

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Any amount of money granted and not used directly for the above named program or project, with documented expense claims provided to the Economic Development Office, will be returned to the Town of Georgina within 30 days of the program/project end date.

I agree to provide the attached financial statement along with the above stated documents, completed within 30 days of the project completion.

I attest that all information provided in this application and the supporting documentation is true and valid at the time of this application.

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PRINTED Name of Applicant

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Signature of Applicant

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Date



