

GRANT AND LOAN 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 Foundation of Canada provides assistance in the form of grants and loans at the discretion of its Board of Directors to projects that align with its mission statement “**to support ministries of the Anglican Church throughout Canada**” and with AFC’s funding impact zones.

Which funding impact zone best describes the project?

- Diverse Infrastructure
 - Community Ministries
 - Leadership & Education
 - Indigenous Ministries
 - Sacred Music & Liturgical Arts
- 3.3 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.
- 3.4 For **Diverse Infrastructure** projects:
- Include 3 quotes for construction/materials involved and indicate which is the successful supplier. If this is not possible, explain why.
 - Provide proof of fire insurance in force on property.
- 3.5 For **Community 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.
- 3.6 For **Theological Formation** projects:
- Describe how this project will meet a need that is currently not being met through regular theological education/formation programming currently available.
 - If this is an ongoing initiative, describe the plan for sustainability, including funding sources and support.

3.7 For **Indigenous Ministries** projects:

- Describe how this project will meet a need that is currently not being met through other local organizations, and how it will contribute to the physical, intellectual, emotional, or spiritual well-being of Indigenous communities in Canada.
- Identify the Indigenous people involved in project development, planning, and implementation.
- If this is an ongoing initiative, describe the plan for sustainability, including funding sources and support.

3.8 For **Sacred Music & Liturgical Arts** projects:

- Describe how this project will contribute to the life of the church through music and the arts in your local context.
- Describe the experience and qualifications of the artists/groups involved. Include artist CVs, portfolio samples, links to video or music content, etc.

SECTION 4 – PROJECT BUDGET & FINANCIAL INFORMATION

- 4.1 Application type Category A – up to \$5,000 (no matching funds required)
 Category B – up to \$15,000 (50% matching funds required)
 Category C – up to \$50,000 (matching amount discretionary)
 Loan – up to \$100,000

4.2 Amount of grant requested _____

4.3 Amount of loan requested _____

4.4 If AFC cannot provide a grant would you accept a loan? Yes No

4.5 Provide a project budget. Submit this on a separate page.

- Show a list of all expenses, indicating the portion that AFC 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.
- AFC funds Category B grants of \$15,000 up to 50% of the budget. The remaining 50% of your budget must be raised or accounted for at the time of the application.

4.6 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 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 wording of the motion that approved the application’s submission to AFC, as well as the date of the council meeting.
- *Ecclesiastical Provinces*
 - Letter from the Metropolitan, indicating the need for and benefits of the project.
 - Letter from a representative of Provincial Council, including wording of the motion that approved the application’s submission to the Anglican Foundation, as well as the date of the council meeting
- *Theological Colleges and Religious Orders*
 - Letter from the President, Dean, or Principal of the organization, indicating the need for and benefits of the project.
 - Letter from a representative of the Board of Directors or Governing Council, indicating the need for and benefits of the project

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