

DISTRICT GRANT APPLICATION POLICIES AND PROCEDURES

As approved by the District Executive - March, 2015

GRANT REQUEST TO DISTRICT 7 – WINDSOR ESSEX RTO/ERO

District 7 of the Retired Teachers of Ontario sets aside approximately \$1500.00 yearly in order to provide special grants to local groups and organizations. These grants are awarded based on the following criteria:

- **Groups/ organizations must be non-profit**
- **Intended project must benefit children, seniors or the community in general**
- **Project must take place during the year in which the grant is awarded**
- **Involvement of local RTO/ERO members is required. NOTE: When considering the request, some weight is placed on the number of RTO/ERO members participating in the project.**
- **Application must be received by January 4th of the calendar year in which the event is to take place**
- **Application must be completed in full and be accompanied by:**
 - a) **a detailed financial statement for the previous 2 years (2014, 2015)**
 - b) **a budget forecasting the projected revenues and expenditures for the current year (2016)**

Applications are due by January. 4, 2016 for events scheduled to take place during 2016. The applications will be reviewed by the Committee at the January, 2016 Executive Meeting and applicants will be notified of the Committee's decision shortly thereafter.

WHAT TYPES OF PROJECTS HAVE BEEN AWARDED GRANTS?

- **Local Heritage and culture projects**
 - Maidstone Historical Society
 - Queen Elizabeth School (Symphony)
- **Special arts and education programs for children**
 - Book Fest Windsor
 - Special Equestrians Therapeutic Riding Association
 - Queen Elizabeth School (Symphony)
 - Silver Ambassadors
- **Medical and social programs**
 - Centres For Seniors – Step Training Programme
 - Sports Fest Windsor
 - Parents Time Out
 - Barbara Parry Pediatric Oncology Association
 - Ready-Set-Go Parental Support Coalition
 - Wonder Broads
- **ESL, literacy and numeracy programs**
 - Windsor Scottish Rite Charitable Foundation Learning Centre

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RTO/ERO DISTRICT 7 GRANT APPLICATION FORM

Please complete the form below, preferably via e-mail, and return to Margaret Clarke Chair, RTO/ ERO District 7, Grant Committee, at mtclarke@mnsi.net or 558 Dorset Park, Tecumseh, ON, N8N 3N4, by January 4, 2016 for events scheduled to take place during 2016. Grant requests will be considered at the January Executive Meeting and your Organization will be notified shortly thereafter.

Name of Group or Organization _____

Contact person (s) _____

Contact address, e-mail, fax and phone number _____

Amount requested _____

Is this for an ongoing project ____ **or a special event** ____ **? Date of Event:** _____

Describe how the grant would be used. Be specific. Use an attachment, if necessary.

What other groups are contributing, or will be asked to contribute to the project?

How much will your organization be contributing to the project?

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SERVICE TO OTHERS ~ AU SERVICE D'AUTRUI

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Name the RTO/ERO members involved in this project (at least two, preferably 3 depending on the group or activity) and include their RTO/ERO Membership number.

Member

Membership Number

What is the nature of each Member's involvement?

Member

Nature of Involvement in the project

How will RTO/ERO District 7 be recognized or what publicity will RTO/ERO receive?

Please attach:

- a) a detailed financial statement for the previous 2 years (2014, 2015)**
- b) a budget forecasting the projected revenues and expenditures for the current year (2016)**

A follow-up report would also be appreciated

****additional application forms are available on our District Website**

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