



Canadian Children's Optimist Foundation

Canadian Children's Optimist Foundation in your **community**

The Canadian Children's Optimist Foundation is a Canadian charity recognized by the Canada Revenue Agency. Charitable Number: 874718950RR0001



**SEED MONEY APPLICATION FORM**

RECEIVED DATE

**IMPORTANT**

- In accordance to the Canadian Revenue Agency (CRA) guidelines – Meeting the Public Benefit Test; Please send to the Canadian Children's Optimist Foundation, a letter from a competent authority (hospitals, local community services centre, foundations, associations) recommending the financial assistance toward the beneficiary.
- Please attach pictures of your fundraising efforts and/or project.
- Please sign and attach the liability letter.

**Project Name:**

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*Optimist Club contact information*

Club number	
Club name	
Club chartered year	

*Responsible contact information*

Name	
Member number	
Telephone	
Email	

**Goal(s) of the project (*concretely*):**

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**How will the goal(s) be achieved:**

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**Project Parameters**

What is the amount requested? (\$500-\$3000)

How do you plan on using this money?

Where the project will be held? - Project Location

City  
Province

When the project will be held?

Start date of financing of the Project  
Starting date of the implementation of the Project  
Phase 1 date - if needed  
Phase 2 date - if needed  
Estimated completion date of the Project

Is it a new project of your club?

Is it a recurring project of your club?

If so, how many years has it been run?  
As this is a recurring project, will this project enhance what you have done in the past?

Who is it for? – Identify your beneficiaries

Is there a third party (partner, organization) involved? (Highly recommended)

Organization's Name  
Contact  
Contact details

Are the Optimist members/the club covered by 3rd party insurances?



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*What impact will your project have on the community, family and or organization?*

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*What indicator will be used to evaluate the success of the project? (ex: tickets sold, number of beneficiaries, given items ...)*

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*How will you publicly recognize the support of the Canadian Children's Optimist Foundation?*

*(List all relevant publicity or promotions, CCOF Logo use is highly recommended)*

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### **Glossary**

- \* "Donation" is a voluntary transfer of cash without valuable consideration to the donor.
- \*\* "Sponsorship" means giving money in return for the chance to advertise or promote a product or service.
- \*\*\* "Gifts in kind", also known as non-cash gifts, are gifts of property. They cover items such as artwork, equipment, securities, and cultural and ecological property.





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### ***DID YOU FORGET ANYTHING?***

- Letter from competent authority
- Club's Liability form
- Letter from supporting agency
- Detailed Budget
- Signature from the club president
- Copy of Club's current incorporated status