



## 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**

RECEIVED DATE

### CCOF CLUB GRANT APPLICATION FORM

**IMPORTANT:** Please attach pictures of your fundraising efforts and/or project, when applicable.

**Project Name:**

*Optimist Club contact information*

Club number	
Club name	
Year Club chartered	

*Responsible contact information*

Name	
Member number	
Telephone	
Email	

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

How will the goal(s) be achieved (**clear actions that will be taken**):



*Project Parameters*

*Project Timeframe*

Start date

End Date

*Where the project will be held? - Project Location*

City

Province

*Who is it for? – Identify your beneficiaries*

Age Group (Babies, Young Kids, Teen ...)

Number of people (estimated)

*Identify the participants – (Optimist members, Community members, Specialists, Associations, Non-profit organizations ...)*

i. Fundraising efforts

ii. Executing the project

Number of persons estimated (i + ii)

*How much has your club already raised for the project?*



*Is it a recurring project of your club?*

*If so, how many years has it been run?*

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*Demonstrate the importance of your project in your neighborhood/local community/area (ideally with numbers):*

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

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*Quantify the impact of the grant itself (ex: buy 4 more bicycles, cover the printing fees...)*

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*How will you recognize publicly the support of the Canadian Children's Optimist Foundation? . (List all relevant publicity or promotions)*

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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.



**DETAILED BUDGET**

*Budget*

Revenue

*Donations (definition on p. 3)	
Sales (Event tickets, chocolate bars, ...)	
Lottery (50-50, Bingo, Raffle, Auction)	
**Sponsorship (definition on p. 3)	
***Gift in Kind - estimated (definition on p. 3)	
Down payment of the club	
Other (government/municipality grant ...):	
<b>TOTAL OF REVENUE</b>	

Cost – *to fundraise to realize the project*

Material (use to fundraise)	
Labour (professional services, catering ...)	
Marketing (promotional items, printing ...)	
Operating cost (Permit, Renting, Transport ...)	
Other: _____	
<b>Sub-Total</b>	

Cost – *for the project itself*

Material (use for the project)	
Labour (professional services, catering...)	
Marketing (promotional items, printing ...)	
Operating cost (Permit, Renting, Transport...)	
Other: _____	
Other: _____	
<b>Sub-Total</b>	
<b>TOTAL OF COST</b>	
<b>Net</b>	

Signature – Responsible

Signature – Club President

MM / DD / YY

**RESERVED TO THE ADMINISTRATION**

**Approved**

**Rejected**

Signature – Director

MM / DD / YY