



# City of Oshawa Community Grant Application

## General Information

Prior to completing this application, please review the Program Outline and Criteria documents available on our website, at [www.oshawa.ca/communitygrants](http://www.oshawa.ca/communitygrants).

Completed paper copies may be submitted by email to [grants@oshawa.ca](mailto:grants@oshawa.ca) or by mail to the following address:

Oshawa Community Grants  
50 Centre Street South  
Oshawa, ON L1H 3Z7

This form may contain personal information as defined under the *Municipal Freedom of Information and Protection of Privacy Act*. This information is collected under the legal authority of the Municipal Act, 2001, S.O. 2001 c.25, as amended. This information will be used and maintained by the City of Oshawa to administer the Community Grant Process. Questions regarding this collection may be directed to the City's Information Access and Privacy Officer, City of Oshawa, 50 Centre Street South, Oshawa, Ontario, L1H 3Z7, 905-436-3311

---

## Organization/Association

Name \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

## Contact Information

Name \_\_\_\_\_ Position \_\_\_\_\_

Telephone \_\_\_\_\_ Email Address \_\_\_\_\_

## Category of Grant Request

### ☐ Arts, Culture, Heritage and Environmental – Events (Program envelope - \$100,000)

This grant program supports the development and delivery of events, festivals, celebrations and gatherings in Oshawa.

### ☐ Arts, Culture, Heritage and Environmental – Development Projects and Special Initiatives (Program envelope - \$50,000)

This grant program supports the development and presentation of one-off activities, projects, and initiatives within the arts, culture, heritage and environmental sectors.

### ☐ Strong Inclusive Communities (Program envelope - \$100,000)

This grant program supports community initiatives which are focused on supporting the needs of local Oshawa residents from diverse communities.



☐ **Fundraising and Oshawa Significant Events (Program envelope - \$50,000)**

This grant program will provide in-kind service support for fundraising events held within the City of Oshawa.

**Details of Grant Request**

Type and Amount      ☐ In-Kind      ☐ Monetary \$ \_\_\_\_\_

**Organization Goals and Objectives**

Which one of the following best describes your organization?

☐ For Profit      ☐ Registered Non-profit      Registration # \_\_\_\_\_  
☐ Community Group      ☐ Collective      Other (explain) \_\_\_\_\_

---

**Which of the following statements best describes your intent to utilize the City's grant?**

(Check all that apply)

☐ Education & Awareness Campaign      ☐ Cultural Development Project  
☐ Services to support Oshawa residents      ☐ Use of City facility or service  
☐ Event, Festival, Celebration, Gathering      ☐ Other (explain) \_\_\_\_\_

---

**Will you charge the public an admission fee to the event or program?**

☐ Yes ☐ No

**Describe the purpose of the grant/in-kind services; what will the funding be used for?**

---

**Describe your organization's typical activities (e.g. programs, activities, events, services)**

---



**Have you applied for and/or received funding from the City of Oshawa in the past four (4) years? If yes, please complete the chart below**

Year	Source	Purpose	Amount Applied For \$	Amount Received \$

**How will you plan/deliver the program (include timeline, partners)**

---

---

**If your application is successful but receives a partial grant (not the full amount requested) would your program still be delivered?** ☐Yes ☐No

**How does your project support the goals of the grant category that you're applying for?**

---

**How will your event support Oshawa residents and/or benefit the City of Oshawa/address a community need?**

---

**How does the project align with the City's strategic plans ([Oshawa Strategic Plan](#), the [Culture Counts Plan](#), the City's [Diversity and Inclusion Plan](#) or other directive/priorities of Council)?**

---

**Does your target audience include any of the following priority populations?**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Indigenous peoples | <input type="checkbox"/> Youth                         | <input type="checkbox"/> Immigrants/Newcomers            |
| <input type="checkbox"/> Racialized peoples | <input type="checkbox"/> Seniors                       | <input type="checkbox"/> People living with disabilities |
| <input type="checkbox"/> 2SLGBTQ+           | <input type="checkbox"/> Unsheltered/Living in poverty | <input type="checkbox"/> Women                           |

**If yes, please describe your qualifications to work with these populations and describe any planned outreach activities.**

---

**Please include with your application a detailed budget for your event, initiative, program or service that the grant will cover. Please indicate all sources of funding.**



**Does your application include a request for In-Kind Services from the City?**

Yes ☐ No ☐

If yes, please indicate which services you require:

☐ Facility Rental\*

☐ Electronic Sign Boards

☐ Road Closures

☐ Garbage Removal

☐ Staging

☐ Clean-up

☐ Special Event Fencing (4')

☐ Other

Equipment – please state quantities required

☐ Tables \_\_\_\_\_

☐ Stanchions \_\_\_\_\_

☐ Chairs \_\_\_\_\_

☐ Weights \_\_\_\_\_

☐ Picnic Tables \_\_\_\_\_

☐ Pylons \_\_\_\_\_

☐ Garbage Containers \_\_\_\_\_

☐ Barricades \_\_\_\_\_

\*If your request for In-Kind Services includes Facility Rental, please answer the following questions:

Date of Event \_\_\_\_\_

Facility/Park \_\_\_\_\_

Start Time \_\_\_\_\_

End Time \_\_\_\_\_



**Having requested a City of Oshawa Community Grant in the amount of \$ \_\_\_\_\_, and/or in-kind services, the Organization agrees to the following conditions if a grant and/or in-kind services in any amount is awarded:**

1. The Organization confirms that the representations contained in the City of Oshawa Grant application for assistance are true and correct in every respect and that in the event that the funds are not used for the project or programs as described in the City of Oshawa Grant application, or if there are misrepresentations in the City of Oshawa Grant application, the full amount of the funds provided will be returned to the City.
2. If there are any changes in the funding of the project from that contemplated in the application, the City will be notified of such changes, in writing to [grants@oshawa.ca](mailto:grants@oshawa.ca) to allow the City to verify that the event/program still aligns with the category of grant approved. If the City finds that the event/program no longer fits the grants category, the City can rescind the grant approval and require that the funds be returned to the City.
3. That the Organization will keep proper accounting of all receipts and expenditures, relating to the program, services or project.
4. That the Organization will retain and make available for inspection by the City or its auditors all records and accounting of the Organization upon request from the City which may be made within 2 years of the grant award.
5. That if the programs or services proposed in the Organization's application are not commenced, or are not completed and there remain City funds on hand, or are completed without requiring the full use of the City funds, the balance of remaining City funds will be returned to the City.
6. That the program or services not be represented as a City program or service, and that the Organization does not have the authority to hold itself out as an agency of the City in any way, the only relationship being that the City has approved and granted financial assistance to the Organization.
7. Should the Organization receive a grant or in-kind service for a special event, the Organization must enter into an agreement with the Event and Community Engagement Supervisor.
8. That the organization will provide a written report on the event and the funds utilized within 3 months following the event, programming or service delivery.

#### **Certification**

We certify that to the best of our knowledge, the financial and descriptive information provided is accurate and is endorsed by the Organization we represent.

We certify that the Organization respects and adheres to the Ontario Human Rights Code in its entire operation through all programs and services and does not promote or encourage discriminatory behaviour, actions or practices.

Name (please print)	Position	Signature of Authorized Officer #1
---------------------	----------	------------------------------------

_____	_____	_____
Name (please print)	Position	Signature of Authorized Officer #2

_____	_____	_____
-------	-------	-------