



SOROPTIMIST INTERNATIONAL OF CALGARY

Application for Funding

This document outlines the application process and funding criteria for projects aligned with the mandate of Soroptimist International of Calgary.

Our mandate:

- Enhance the status of **women and girls** to achieve their full potential
- Work to enable **women and girls** to be free from all forms of violence and discrimination
- Promote a safe environment for **women and girls** with opportunities for advancement and pay equity

Funding Criteria and Application Process

- Projects must enhance the status of women and girls, promote safety and ensure pay equity
- Applications must be complete, using the specified format, and include a detailed budget with all revenue sources and expenses
- Acknowledge Soroptimist funding in all materials; volunteers from the organization must participate in Soroptimist fund raising events
- For all projects, a final report and financial statement are required within three (3) months of project completion
- Applications must be submitted electronically by April 30 with all required attachments to Fund Disbursement Committee Chairperson funding@soroptimistcalgary.org

Compliance and Declaration

- Authorized representatives must agree to use funds solely for the intended purpose and comply with all conditions
- Misuse of funds or false information may result in repayment obligations
- The application must be signed by the organization's President or Executive Director and one other authorized individual

How to Apply:

Proposals must include a completed, signed and dated Application for Funding together with:

- **Attachment 1:** Current Agency Financial Statements (audited if available)
- **Attachment 2:** Detailed description of project
- **Attachment 3:** Project budget

Only successful applicants will be notified.



APPLICATION FOR FUNDING

**Please answer all questions and attach all required documents.
Applications must be complete to be considered.**

ORGANIZATION INFORMATION

Legal Name of Organization:	
Mailing Address:	
City:	Postal Code:
Phone:	Fax:
E-Mail:	Website:

Primary Contact Name:	Position:
Phone:	Fax:
E-Mail:	

Registered Charity?
No Yes, our Registration/Society Number is:
Attachment 1 Agency Financial Statements are provided

Agency Financial Statements provided?
No Yes A
If yes, provide your A.G.L.C. I.D. number

Has your organization ever received funds from Soroptimist International of Calgary?
No Yes, Provide year and amounts
Year Amount:
Year Amount:
Year Amount:
Year Amount:
Year Amount:
Total \$



APPLICATION FOR FUNDING

PROJECT INFORMATION

Project Name:		
Project Start Date:	Project Completion Date:	
Is this an ongoing project?	No	Yes
Please provide a one-page detailed description of your project. State objectives and anticipated outcomes. Clearly identify how this project relates to each of our mandates. Include brochures or written material that may be relevant.		Attachment 2 Project Description provided

Funding requested from SI Calgary	Amount:	Attachment 3 Project Budget provided
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Date that funds are required:

Do you anticipate funding for this project from any other sources?		
No	Yes, Provide name of funding agency and amount requested	
	Funding Agency 1	Amount:
	Funding Agency 2	Amount:
	Funding Agency 3	Amount:
	Funding Agency 4	Amount:
	Funding Agency 5	Amount:
		Total \$

Successful applicants must acknowledge that Soroptimist International of Calgary has provided funding for this project on all printed materials and publicity coverage. Please describe how you will implement this requirement.



COMPLIANCE AND DECLARATION STATEMENT

The organization's President or Executive Director and one other individual with signing authority must complete this statement.

Legal Name of Organization

We are authorized representatives having legal and/or financial signing authority for the above agency/organization and agree with the following terms and conditions should funds be approved for our project.

1. The funds will be used solely for the purpose for which the funds were made available, or if the original purpose is varied, with the consent of Soroptimist International of Calgary. If all of the funds are not used for the purpose for which they were made available; Soroptimist International of Calgary may require the recipient to refund the surplus funds to Soroptimist International of Calgary.
2. If the recipient does not comply with the conditions on which the funds were made available, or if the information provided to obtain the funds is determined by Soroptimist International of Calgary to be false or misleading or inaccurate, Soroptimist International of Calgary may require the recipient to repay all or part of the funds. An amount that a recipient is required to repay to Soroptimist International of Calgary is a debt due to Soroptimist International of Calgary and may be recovered from the recipient by legal means.
3. This is to certify that to the best of my knowledge and belief, the information included in this report complies with the requirements and conditions as set out in the Soroptimist International of Calgary Mandate and Funding Criteria.

Signature

Signature

Position or Title

Position or Title

Print Name

Print Name

Date

Date