

Schedule B: COMMUNITY INVESTMENT SPONSORSHIP & DONATION APPLICATION

Instructions:

- Use this cover sheet as the first page of your application.
- The policy governing the District of Carleton North Community Investment program is available on the Town's website at <https://carletonnorth.com/town-hall/policies-2/> or by contacting the Town at (506) 392-6763.
- **Please apply at least two (2) weeks prior to required date for requests of \$500 or less, and at least six (6) weeks prior to required date for requests over \$500.**
- Requests for Sponsorship of an application to another funding organization shall be submitted at least four (4) weeks in advance of the funding organization's application deadline to ensure Council have time to meet, review and approve the request.
- Please forward completed application to:

District of Carleton North
Attn: Director of Corporate Affairs
19 Station Road
Florenceville-Bristol, NB E7L 4L7
Email: amy.mcinstosh@carletonnorth.com
Fax: 506-392-5211

APPLICATION CHECKLIST

Organization Name:

- ☐ Your **District of Carleton North Sponsorship Grant Application** delivered in person, mail, email or fax.
- ☐ A **report of the activities during the previous year** (Annual Report) for your group/organization.
- ☐ A **report on the programs/activities proposed for the upcoming year** for your group/organization.
- ☐ The application to the funding organization, for those requesting Sponsorship of an application, showing the applicant as *Your Organization's Name* c/o District of Carleton North.

PART A: APPLICANT INFORMATION

Community group/organization (applicant):

Title of project:

Contact name:

Title:

Mailing address:

Telephone:

Fax:

Email:

Federal Charitable Status Number (if applicable):

PART B: APPLICANT ORGANIZATION INFORMATION

All applications will be evaluated based on the information provided in this application.

1. Briefly describe your organization's mandate/objectives.

2. Describe the community, area and/or group(s) your organization serves.

PART C: TYPE OF SUPPORT BEING REQUESTED

3. What type of support are you requesting?

- ☐ Event Sponsorship (tournament hosting / travel, District of Carleton North facility discounts, etc.)
- ☐ Sponsorship of an application to another funding organization
- ☐ One-time monetary donation to organization or individuals affiliated with an eligible organization

FUNDING/SUPPORT REQUESTED	AMOUNT REQUESTED
<input type="checkbox"/> Event Sponsorship	\$
<input type="checkbox"/> Sponsorship of application	\$
<input type="checkbox"/> One-time monetary donation	\$

PART B: PROJECT DESCRIPTION

Provide a brief description of the project:

DECLARATION

The information provided on this application form and accompanying documentation is accurate to the best of my knowledge. I hereby give the District of Carleton North authority to verify any and all information pertaining to this application.

Application prepared by:

Signature

Print Name

Date

Board authorization (if applicable):

Signature

Print Name

Date

District of Carleton North approval:

☐ Application approved for: _____

To the following organization: _____

☐ Application denied

Director of Corporate Affairs

Date