



## **2024 GRANT APPLICATION GUIDELINES FOR REGISTERED CANADIAN CHARITIES**

The Lithuanian Canadian Foundation (LCF) is a federally incorporated Canadian registered charity whose objective is to support, encourage and promote Lithuanian cultural and charitable purposes. This objective is achieved primarily by providing financial support for projects aimed at increasing the public's knowledge and appreciation of the culture, language, history and traditions of the Lithuanian community in Canada, Lithuania and throughout the world.

### **Eligibility**

1. Only *Grant Applications* promoting Lithuanian cultural and/or charitable purposes will be considered.
2. Only *Grant Applications* from registered Canadian charities, or their direct affiliates that are LCF members, will be considered.
3. A *Grant Application* must be for a specific, well-defined project to be carried out by the Charity requesting the funding. The project must be considered charitable under Canadian law, whereas:
  - a. the support of sports/athletic clubs is not considered charitable; and,
  - b. the support for an event, the sole purpose of which is a social activity is not considered charitable.
4. *Grant Applications* may be submitted for a project spanning more than one calendar year. A new *Grant Application* must be submitted each year. There is no assurance of LCF funding a project in subsequent years.
5. A Charity may apply for funding for multiple projects during the same period by completing and submitting a separate *Project Description Form* for each project. An *Applicant Information Form* must also be completed and submitted during each funding period, listing all of the projects for which funding is sought, in the order of priority.
6. If the Charity received **funding from the LCF in 2023** (for 2023 *Grant Applications*), documentary evidence must be submitted to the LCF office by **January 31, 2024**, that the funding was used for the intended project(s).
7. A Charity receiving LCF funding to participate in an event, as its project, may be required to provide a list of participants (including Charity members, group leaders and chaperones) upon request after approval.
8. A Charity must provide evidence of public acknowledgement of LCF funding. If there is printed material, a copy is to be submitted to the LCF office.
9. Any questions should be directed to the LCF office at 1 Resurrection Road, Toronto, ON, M9A 5G1, tel: 416-239-9889, e-mail: klfondas@on.aibn.com

### **Timeline**

10. LCF will consider *2024 Grant Applications* **submitted during the periods ending March 15, 2024, and September 15, 2024**. The intent is that project organizers submit their application for projects that are planned to occur during 2024 or the first 3 months of 2025.
11. All grant applicants will be notified within four weeks of the end of each period as to whether or not their *Grant Application* was approved.
12. If a grant is approved, the Charity must sign a *Memorandum of Understanding* with the LCF prior to the disbursement of funds. A copy of the *Memorandum of Understanding* can be requested from the LCF office.



## 2024 LCF GRANT APPLICATION

This application is to be completed by LCF Member Organizations  
that are registered charities in Canada

This sheet only needs to be completed once

### Applicant Information

Official name of Registered Charity: \_\_\_\_\_

BN/registration #: \_\_\_\_\_

Committee, section, affiliate or program name (if applicable): \_\_\_\_\_

Contact person name and title/position: \_\_\_\_\_

Complete mailing address: \_\_\_\_\_

Telephone #: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Organization's LCF membership #: \_\_\_\_\_

### 2024 Project Name(s), Funding Requirement(s) and Priorities

If funding is being requested for more than one project, please rank the projects in descending order of priority.

Project Priority	Project Name	Funding Required
Priority #1		
Priority #2		
Priority #3		
Priority #4		

### Declaration

*I confirm that the information contained in this Grant Application is true, accurate and complete. I acknowledge that if the Grant Application is approved, it will be necessary for this Charity to enter into a legally binding agreement with the Lithuanian Canadian Foundation which outlines the terms and conditions of the grant and details the Lithuanian Canadian Foundation's financial commitment.*

*I agree that the Lithuanian Canadian Foundation may use the name of the Charity and/or its logo in promoting the Lithuanian Canadian Foundation's activities. I accept the Grant Guidelines and I have authority to bind the Charity.*

Signature \_\_\_\_\_ Print Name \_\_\_\_\_

Date \_\_\_\_\_ Position \_\_\_\_\_



## 2024 LCF GRANT APPLICATION (FOR REGISTERED CHARITIES)

### Project Information Form

Each project requires a **separate** Project Information Form to be completed

The Application must be completed in full and received by the LCF Office by 11:59 pm on the specified date in order to be considered for funding.

Charity name: \_\_\_\_\_

Project name: \_\_\_\_\_

Project manager's name: \_\_\_\_\_

Project start/end date: \_\_\_\_\_

Project location: \_\_\_\_\_

Detailed description of project: \_\_\_\_\_

### Proposed Project Budget

*If this project will not be completed in 2024, please provide projected costs and revenue for 2025 as well.*

Sources of Revenue (Fundraising / Grants / Donations)		\$
1.		
2.		
3.		
4.		
5.		
6.		
Total Project Revenue		
Expenditures (Travel / Supplies / Equipment / Services)		\$
1.		
2.		
3.		
4.		
5.		
6.		
7.		
Total Project Expenditures		
Project Net Income		
LCF funding request for this project in 2024		



## **2024 LCF GRANT APPLICATION (FOR REGISTERED CHARITIES)**

### **Project Information Form (continued)**

Please explain the following:

1. How will approval of this Grant application support, encourage and promote Lithuanian cultural and charitable purposes?

2. How will your charity publicly acknowledge support provided by LCF?