



OLDS LIONS CLUB

P.O. Box 3897

Olds, AB T4H 1P5



Application for Financial Support

When submitting requests for financial support and/or funding from the Olds Lions Club, we ask that you consider the following guidelines in order to be considered for assistance.

We do recognize there will be exceptional circumstances when requests must be submitted with short notice - all other requests should be submitted in a timely manner so the Club can budget for all outgoing funds.

Our general guidelines are as follows:

1. Contact person, telephone number, email address.
2. Full description of request including goals, who will benefit and how.
3. Estimated total cost or annual budget or business plan and time frame of the initiative.
4. Specific amount of the financial request from the Olds Lions Club and date required.
5. Names of other sources (with amounts) contacted for funding and confirmed funding you have received or anticipate receiving for this project.
6. Notes on Government funding available and whether application has been made - Municipal, County, Provincial and Federal.
7. Are you a registered charitable organization and do you issue tax receipts?
8. Donor recognition - how will donor's contributions be acknowledged?

Please note: If funds are received from the Olds Lions Club, a summary report is required confirming project completion, describing the project and goal achieved accompanied by photographs and financial report on the project upon request.

A member of the Olds Lions Club may follow up your application with additional questions if needed as well as a presentation to the Club as a whole may be required.

Please note that requests need to be received at least 60 days in advance. Funding is not automatic. Verbal requests or perpetual funding will not be entertained.

Financial assistance requested for:

Name of applicant: _____

Address: _____

Telephone Number: _____

Fax Number: _____

Email Address: _____

Contact Person: _____

1. Reasons for your request for financial support.

(a) Name of the project: _____

(b) Brief description of the project: _____

(d) Goals of the project: _____

(d) Who would benefit and how: _____

2. Estimated total cost or annual budget or business plan and time frame of the initiative:

3. Amount requested from the Olds Lions Club and date required:

Amount: _____ Date required: _____

4. Names of other sources (with amounts) you have asked for funding.

5. Government funds available for project: Yes No
 Has application been made for funding from?
 Municipality: Yes No
 County: Yes No
 Province: Yes No
 Federal Government: Yes No
 6. Are you a registered charitable organization: Yes No
 Do you issue tax receipts: Yes No

7. Donor recognition:
 How will Lions contribution be acknowledged?

8. If there are excess funds raised for the project, where will these funds be allocated?

Please note: If funds are received from the Olds Lions Club, a summary report is required confirming project completion, describing the project and goal achieved accompanied by photographs and financial report on the project upon request.

Submit your request by mail to : Olds Lions Club
 P.O. Box 3897
 Olds, AB T4H 1P5

by email to: Secretary.Oldslions@gmail.com

I certify that the above information is true and accurate

Name and Title

Signature

Date

CLUB USE ONLY

Disposition of request:

Granted

Deferred

Declined

Comments:
