



Application for financial assistance

CULTURAL development agreement

Promoter information :

Name:	
Address:	
Telephone:	QEN (NEQ):
Email:	

Person responsible for the project :

Nom:	
Titre:	
Téléphone:	Courriel:

Documents required to support and accompany your application:

- Copy of the charter
- Resolution of the organization authorizing a responsible person and designating an authorized signatory ;
- Complete list of the organization's Board of Directors ;
- Copy of latest financial statements or bank statements for January, June and October ;
- Quotes (invoices are not accepted) ;
- Confirmation of promoter's financial contribution (proof required) ;
- Written confirmation from financial partners ;
- Letters of support.

Organisation's status

- ☐ Non-profit organisation (NPO)
Does your organization collect taxes? ☐ Yes ☐ No
- ☐ Band Council
- ☐ Cooperative
- ☐ Municipal Organization
- ☐ Health or Education network

Describe the mission of the organization.

Clientele targeted by the project

Who does this project address/implicate (children from 0 à 5 years, youth from 6 to 17 years, seniors, families, Indigenous, etc.

Collaboration and awareness

Does the project encourage citizen participation, community collaboration and the pooling of resources or services? Have partnerships been established with local organizations (tourism, recreation, seniors, early childhood, etc.)? Does the project benefit from the support of the target community, the municipality or other organizations?

Financing plan

Indicate the total project cost, not counting volunteer work. Please ensure to attach quotes for each item.

Material	Cost before tax	GST	PST	Total
Equipment	Cost before tax	GST	PST	Total
Labour	Cost before tax	GST	PST	Total
Other	Cost before tax	GST	PST	Total
Total				

List all sources of funding. Please include confirmed letters of financial support.

Funding sources	\$ Amount
Subtotal	
Amount requested from Cultural development agreement	
Total	

* It is OBLIGATORY for the promoter to make a monetary contribution to the project. Please attach the proof of your promoter contribution.

PROMOTER DECLARATION:

I consent to the analysis of my file in accordance with the policies in effect at the MRC du Golfe-du-Saint-Laurent and understand that additional information or documents may be requested for this purpose.

I certify that the information provided in this application form and accompanying documentation is accurate and complete.

I authorize the MRC du Golfe-du-Saint-Laurent to verify that the organization is registered with the Registre des entreprises and complies with all applicable laws and by-laws.

Signature

Date

As soon as we receive your application form, an agent will be assigned to your file and will take the necessary steps to evaluate your project and help you carry it out. It is important to attach all the documents listed on page 1 to the application form to avoid delays. If additional information or documents are required and no contact has been made with the MRC agent for a period of 30 days, the file will be closed.

The MRC reserves the right to verify the credit situation of any person or company submitting a financing application to the MRC.

Expenses incurred prior to acceptance of the project by the MRC Council and signature of the financial assistance agreement by both parties are ineligible.

Financial assistance application forms can be submitted by e-mail to info@mrcgsl.ca .