



Canton  
de  
Champlain  
Township

## COMMUNITY FACILITY USAGE GRANT FORM

**DEADLINE: OCTOBER 15**

**Please complete this form in order to apply for funding for facility rental, enclose all required information and return to:**

Paula Knudsen, Chief Administrative Officer / Treasurer, Township of Champlain  
948 Pleasant Corner Road East, Vankleek Hill, ON, K0B 1R0  
Email: [paula.knudsen@champlain.ca](mailto:paula.knudsen@champlain.ca)

1. Name of organization: \_\_\_\_\_

Name of contact person: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_ e-mail: \_\_\_\_\_

2. Valid Canada Revenue Agency (CRA) number: \_\_\_\_\_

or

Business number for non-profit organizations: \_\_\_\_\_

or

Add documents attesting to the charitable nature of the organization.

3. Add a brief description of the organization and of its mandate or of its mission statement:

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4. Names of the Board members / of the organization's committee:

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5. Name of event : \_\_\_\_\_

Date(s) of holding the event(s): \_\_\_\_\_

6. Write a brief description of the event, its goals and how it will benefit the community:

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7. Total amount of funding requested (total or partial dollar value of the rental fees) : \_\_\_\_\_

If the grant requested is greater than \$1,000, please include the event budget or an annual operating and capital budgets.

\_\_\_\_\_  
Signature of person who can legally bind the organization

\_\_\_\_\_  
Date