



FACE THE WORLD  
*foundation*  
THE IDEA IS GIVING

## FACE THE WORLD FOUNDATION

### FUNDING MANDATE AND APPLICATION PROCESS

1. Face The World Foundation provides grants to Registered Canadian Charitable Organizations only.
2. Particular focus is given to non-profit organizations in the Greater Vancouver and Lower Mainland areas, although any charity operating in British Columbia that meets our giving guidelines, may apply.
3. We do not require a letter of interest in order to apply for funding. We do ask that you provide a brief, **one-page cover letter** with your application, outlining your program's objectives and the amount requested.
4. If your program falls within Face The World Foundation's funding mandate and giving guidelines, please submit your application, cover letter and required attachments via email to: [info@facetheworldfoundation.com](mailto:info@facetheworldfoundation.com)

Subject: **2016 Recipient Grant Application**

Attention to: **The Selection Committee**

5. Organizations submitting their application prior to this year's Annual Deadline of **Friday, September 2, 2016**, will typically receive a decision via letter by November 15<sup>th</sup>.
6. If applying by mail, please send to the following address, attention to **The Selection Committee**  
c/o **Face The World Foundation**  
**Suite 400 - 1681 Chestnut Street | Vancouver, BC V6J 4M6**  
Receptionists available Monday - Friday 8:30 am - 5:00 pm  
Ph: 604-731-3455



**FACE THE WORLD**  
*foundation*  
THE IDEA IS GIVING

## **FACE THE WORLD FOUNDATION**

### **GIVING GUIDELINES**

- a) to relieve poverty by providing counseling and financial, physical and educational assistance to those in need and to increase public awareness of the problems of those living in poverty;
- b) to provide shelter to the homeless or the dispossessed and to increase public awareness of the problems of the homeless and the dispossessed;
- c) to provide refuge, shelter, counseling and other assistance to men, women and children who have been victims of domestic violence or abuse, including sexual abuse, and to increase public awareness of the problems faced by such persons;
- d) to foster public awareness of our environment and the dangers that threaten our land, air, water, wildlife and fauna and to educate the public about ways in which these dangers can be reduced or eliminated;
- e) to advance education by establishing and maintaining advanced and continuing education programs for deserving individuals, by providing grants and scholarships for the purpose of study and research, by providing endowments to institutions of higher learning, by sponsoring public lecture programs, by funding visiting professorship programs, and by conducting and organizing symposia, educational courses, seminars, conferences and discussion forums;
- f) to promote health by conducting and sponsoring medical research, by building and maintaining hospitals and community medical clinics, and operation of hospitals and clinics;
- g) to give assistance, both financial and non financial, to other organizations for the purpose of supporting charitable programs and charitable activities that are compatible with the objects of the Society;
- h) to raise funds for the purposes of the Society through community appeals for funds and by receiving gifts, donations, legacies, bequests, memorial funds, endowments and similar gratuitous dispositions of money.



FACE THE WORLD  
*foundation*  
THE IDEA IS GIVING

## FACE THE WORLD FOUNDATION PROCEDURES FOR SUBMITTING GRANT PROPOSALS

All proposals should be submitted on the **attached** Face The World Foundation forms. Supplemental information of no more than three (3) pages, plus budgets and/or other financial information may be included. If you are requesting support for more than one project, please use a separate application for each program.

### REQUIRED ATTACHMENTS

1. Line Item Organization Budget for current and fiscal year;
2. Itemized list of sources of revenue for current fiscal year - individuals, foundations, corporate, government, churches, fees for service;
3. Line item budget and revenue sources specific to the Program/Grant Request;
4. List of Board of Directors and their professional affiliations;
5. Affiliation with churches, denominations and associations;
6. Registered Charitable Status;
  - a. Visit the [CRA's Charity Listings](#), Enter your organization's name
  - b. Select your organization's name from the suggested list and "Download Results"
  - c. A file will automatically download. Include the file titled, "Charities\_Results.txt"

Questions concerning the application may be emailed directly to  
[info@facetheworldfoundation.com](mailto:info@facetheworldfoundation.com)

### MEETING OPPORTUNITIES WITH THE SELECTION COMMITTEE

Appointments are made at the discretion of the Selection Committee, as necessary, with the principals of the applicant's organization and/or board members.

CONTACT INFORMATION

Name of Organization \_\_\_\_\_

Registered Charitable Number \_\_\_\_\_ RR0001

Address \_\_\_\_\_

City \_\_\_\_\_ Postal Code \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone \_\_\_\_\_ Ext \_\_\_\_\_

Email \_\_\_\_\_

FUNDING INFORMATION

Cheque to be issued to (if different from above Organization Name)

\_\_\_\_\_

Contact Person for issuing cheques & tax receipts (if different from above)

\_\_\_\_\_

Phone #: \_\_\_\_\_ Ext: \_\_\_\_\_

Email: \_\_\_\_\_

## GRANT REQUEST

Project Budget (Specific to the Program, not the Organizational Budget)

\$ \_\_\_\_\_

Amount Requested

\$ \_\_\_\_\_

Percentage of Amount Requested to Project Budget

\$ \_\_\_\_\_

1. Period of Project \_\_\_\_\_

2. Program Objectives (include schedule of accomplishments)

---

---

---

---

---

3. Results or status to date \_\_\_\_\_

---

---

---

---

---

GRANT REQUEST Continued

4. Expected results (immediate, long-range)

---

---

---

---

---

5. What is your fund-raising strategy for this project?

---

---

---

---

---

6. How will this project be funded after the requested grant is expended?

---

---

---

---

---

7. Evaluation process -- How will results be determined and measured?

---

---

---

---

**FACE THE WORLD FOUNDATION APPLICATION FORM Page 4 of 5**  
**BUDGET FOR GRANT REQUEST - INCOME SUMMARY**

**Private Sources**

Foundations \$ \_\_\_\_\_

United Way \$ \_\_\_\_\_

Investment Income \$ \_\_\_\_\_

Fund-raising projects \$ \_\_\_\_\_

Individuals \$ \_\_\_\_\_

Corporations \$ \_\_\_\_\_

Fees \$ \_\_\_\_\_

Other (specify) \_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL PRIVATE REVENUE** \$ \_\_\_\_\_

**Government - grants and contracts (specify)**

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL GOVERNMENT REVENUE** \$ \_\_\_\_\_

ADMINISTRATIVE AND FISCAL DATA

- 1. Organization Budget, current fiscal year ending 20\_\_ \$ \_\_\_\_\_
- 2. Organization Budget, previous fiscal year ending 20\_\_ \$ \_\_\_\_\_
- 3. Number of paid staff Full time \_\_\_\_\_ Part time \_\_\_\_\_
- 4. Volunteer hours contributed during last fiscal year and number of people  
\_\_\_\_\_

5. Salaries of the three top staff personnel per annum

Position	Amount
(a) _____	\$ _____
(b) _____	\$ _____
(c) _____	\$ _____

Revenue	Current Fiscal Year	20__	Prior Fiscal Year	20__
	Amount	% of Revenue	Amount	% of Revenue
Government:	\$ _____	_____%	\$ _____	_____%
Private:	\$ _____	_____%	\$ _____	_____%

**I hereby certify that information contained in this proposal is correct and true. Carbon Copy/Digital signatures are accepted.**

\_\_\_\_\_  
Signature of Executive Director Date

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

\_\_\_\_\_  
Signature of President/Chair of Charity's Board of Directors Date

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



# BUDGET FOR GRANT REQUEST (IF APPLICABLE) - OPERATING EXPENSES

Personnel (salaries, taxes, employee benefits) \$ \_\_\_\_\_

Professional services (legal, accounting) \$ \_\_\_\_\_

Occupancy costs Rent/Mortgage \$ \_\_\_\_\_ Utilities \$ \_\_\_\_\_

Total Occupancy Costs \$ \_\_\_\_\_

Office supplies, postage, couriers, printing \$ \_\_\_\_\_

Mobile Phones, Wi-Fi and Landlines \$ \_\_\_\_\_

Travel Local \$ \_\_\_\_\_ Other \$ \_\_\_\_\_

Total Travel Costs \$ \_\_\_\_\_

Conferences, meetings \$ \_\_\_\_\_

Insurance \$ \_\_\_\_\_

Equipment costs (low cost items not subject to depreciation)  
\$ \_\_\_\_\_

Other (specify) \_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL OPERATING BUDGET** \$ \_\_\_\_\_

**EXCESS OF INCOME (LOSS) OVER EXPENSES** \$ \_\_\_\_\_

\*Note: In-kind contributions are not considered as income