



Kiwanis[®]

HUNTSVILLE MUSKOKA

GUIDELINES FOR REQUESTS FOR DONATIONS FROM THE KIWANIS CLUB OF HUNTSVILLE MUSKOKA

PURPOSE

The Kiwanis Club of Huntsville Muskoka is part of the global organization, Kiwanis international, dedicated to changing the world, one child and one community at a time.

With a primary emphasis on support and/or services to children, it is the goal of the Kiwanis Club of Huntsville Muskoka to provide financial and volunteer support to registered non-profit organizations serving children locally in Huntsville and the surrounding area.

To fulfill this goal, the Board of Directors of the Kiwanis Club of Huntsville Muskoka will consider twice yearly written requests for financial support. Submission deadlines for fully documented requests, as outlined below in the Request Process section, are **February 28**, and **August 31**, of each calendar year.

Submissions must be date stamped.

Requests made directly to the membership of the Kiwanis Club of Huntsville Muskoka or any of its members will not be considered.

All decisions are dependent upon the availability of funds.

Final decisions will be made by the Board of Directors. Applicants will be advised of the status of applications, but explanations of the funding decisions will not be provided.

FUNDING INTERESTS

Programs or projects that support and/or provide services to children in the areas of:

- relief of poverty including food insecurity;
- advancement of education;
- arts and cultural activities;
- youth sporting activities; and
- other charitable projects and/or activities of benefit to children in the community.

AREAS THAT THE KIWANIS CLUB OF HUNTSVILLE MUSKOKA WILL NOT FUND

- Deficit funding
- Projects that have been completed
- Requests from individuals



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KIWANIS CLUB OF HUNTSVILLE MUSKOKA SCHOLARSHIP PROGRAM

The Kiwanis Club of Huntsville Muskoka provides two scholarships annually, jointly funded by the Club and the Kiwanis Foundation of Canada. This scholarship program is operated separately from the donation program; that is, potential recipients do NOT apply through this donation program.

REQUEST PROCESS

All requests must be made in writing and submitted by mail to the address below or by email at **Info@huntsvillemuskoka.ca**

Requests must include the following information:

- Organization name, address and phone number;
- Contact name and title;
- Incorporation number and/or charitable registration number;
- Brief history of the organization;
- Brief outline of the purpose or project for which funds are requested;
- Amount of contribution requested;
- Description of how the donation will be used with specific emphasis on how children in the Huntsville or north Muskoka area will be served by the project or program;
- Indicate whether the organization has received funding from Kiwanis in the past;
- Indicate recognition opportunities to the Kiwanis Club of Huntsville Muskoka.

Please also include with the request:

- Most recent financial statement
- Budget for the program or project for which funding is requested.

Keep your submissions, excluding attachments, to **a maximum of two pages.**

CONTACT INFORMATION:

Kiwanis Club of Huntsville Muskoka

1250 Billie Bear Road

Huntsville, Ontario

P1H 2J6

Email: Info@huntsvillemuskoka.ca