

E-mail: klfondas@on.aibn.com

www.klfondas.org

2024 PROJECT PROPOSAL GUIDELINES FOR LCF MEMBER ORGANIZATIONS

The Lithuanian Canadian Foundation (LCF) is a federally incorporated Canadian registered charity whose objective is to support, encourage and promote Lithuanian cultural and charitable purposes. This objective is achieved primarily by providing financial support for projects aimed at increasing the public's knowledge and appreciation of the culture, language, history and traditions of the Lithuanian community in Canada, Lithuania and throughout the world.

Eligibility

- 1. Only *Project Proposals* promoting Lithuanian cultural and/or charitable purposes will be considered.
- 2. Only *Project Proposals* from Lithuanian Canadian organizations that are LCF members, will be considered.
- 3. All *Project Proposals* must be for a specific, well-defined project to be carried out by the organization requesting the funding. The project must be considered charitable under Canadian law, whereas:
 - a. the support of sports/athletic clubs is not considered charitable; and,
 - b. the support for an event, the sole purpose of which is a social activity is not considered charitable.
- 4. A *Project Proposal* may be submitted for a project spanning more than one calendar year. A new *Project Proposal* must be submitted each year. There is no assurance of LCF funding a project in subsequent years.
- 5. An organization may submit proposals for multiple projects during the same period by completing and submitting a separate *Project Description Form* for each project. An *Applicant Information Form* must also be completed and submitted during each funding period, listing all of the proposed projects, in the order of priority.
- 6. If your organization received **LCF funding in 2023** (per your 2023 *Project Proposal*), documentary evidence must be submitted to the LCF office by **January 31, 2024**, that the funding was used for the intended project.
- 7. Every organization receiving LCF funding to participate in an event, as its project, may be required to provide a list of participants (indicating organization members, group leaders and chaperones) upon request, once your organization's participation in the event has been approved.
- 8. Organizations must provide evidence of public acknowledgement of LCF funding. If there is printed material, a copy is to be submitted to the LCF office.
- 9. Any questions should be directed to the LCF office at 1 Resurrection Road, Toronto, ON, M9A 5G1, tel: 416-239-9889, e-mail: klfondas@on.aibn.com

Timeline

- 10. LCF will consider 2024 *Project Proposals* submitted during the periods ending March 15, 2024, and September 15, 2024. The intent is that project organizers submit their application for projects that are planned to occurduring 2024 or the first 3 months of 2025.
- 11. All applicants will be notified within four weeks of the end of each period as to whether or not their *Project Proposal* was approved.
- 12. All organizations must sign a contract and/or a *Schedule A* with the LCF prior to the disbursement of the project funds. Copies of the contract and *Schedule A* can be requested from the LCF office.



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2024 LCF PROJECT PROPOSAL

This application is to be completed by LCF Member Organizations that are not registered charities in Canada

This sheet only needs to be completed once

Applicant Inform	ation	
Organization name:	:	
Contact person nan	ne and title/position:	
Complete mailing a	ddress:	
Telephone #:	E-mail address:	
Organization's LCF	Membership #:	
Incorporation date a	and number (if incorporated):	
Date organization e	established (if not incorporated):	
Primary purpose of	organization:	
Number of active m	nembers:	
If funding is being req	ne(s), Funding Requirement(s) and Priorities puested for more than one project, please rank the projects in c	
Project Priority	Project Name	Funding Required
Priority #1		
Priority #2 Priority #3		
Priority #4		
funding application is applian Foundation which out commitment.	tion contained in this Project funding application is true, accurate and co roved, it will be necessary for this Organization to enter into a legally bindir tlines the terms and conditions of the project funding and details the Lith on Canadian Foundation may use the name of the Organization and/or its	ng agreement with the Lithuanian Canadi- uanian Canadian Foundation's financial
•	s. I accept the Project Guidelines and I have authority to bind the Organ	
Signature	Print Name	
Date	Position	



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2024 PROJECT PROPOSAL (FOR LCF MEMBER ORGANIZATIONS)

Project Information Form

Each project requires a **separate** Project Information Form to be completed

The Application must be completed in full and received by the LCF Office by 11:59 pm on the specified date in order to be considered for funding.

Organ	ization name:	
Projec	et name:	
Projec	et manager's name:	
Projec	et start/end date:	
Projec	et location:	
Detaile	ed description of project:	
-	osed Project Budget roject will not be completed in 2024, please provide projected costs and revenue for 2025 as well.	
Soul	rces of Revenue (Fundraising / Grants / Donations)	\$
1.		
2.		
3.		
4.		
5.		
6.		
	Project Revenue	
Exper	nditures (Travel / Supplies / Equipment / Services)	\$
1.		
2.		
3.		
4.		
5.		
6.		
7.		
Total	Project Expenditures	
Proje	ect Net Income	
LCF	funding request for this project in 2024	

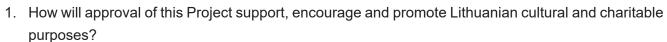


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2024 PROJECT PROPOSAL (FOR LCF MEMBER ORGANIZATIONS) Project Information Form (continued)

Please	explain	the	follo	wing	:



2. How will your organization publicly acknowledge support provided by LCF?