



2025 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. Please note that:
 - 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 apply for funding 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 projects for which funding is sought, in the order of priority.
6. If your organization received **funding from the LCF in 2024** (for *2024 Project Proposals*), documentary evidence must be submitted to the LCF office by **January 31, 2025**, that the funding was used for the intended project(s).
7. Every organization receiving LCF funding to participate in an event, as its project, may be required to provide a list of participants (including Charity members, group leaders and chaperones) upon request after approval.
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 can be directed to the LCF office via mail, phone or e-mail (as listed above).

Timeline

10. LCF will consider *2025 Project Proposals* submitted electronically during the periods ending March 15, 2025, and September 15, 2025. The intent is that project organizers submit their application for projects that are planned to occur during 2025 or the first 3 months of 2026. ***Incomplete applications or applications not submitted electronically will be returned for correction and must be resubmitted electronically by the deadlines to be considered.***
11. All grant 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.