*Van***Tel/***Safeway*
Credit Union Legacy Fund

Funding Application Form and Guide

The *Van Tel/Safeway Credit Union Legacy Fund*, administered by Vancity Community Foundation, provides grants of up to $5,000 to charitable organizations in support of the following focus areas:

- **Positive Futures for Vulnerable Youth:** supporting opportunities for vulnerable youth to achieve their potential and future social and economic well being

- **Enhanced Well–Being of Vulnerable Seniors:** support for initiatives that contribute to economic and social well-being of seniors though reducing social isolation; increased access to affordable and appropriate housing options, and increased access to services and other life enhancement programs

The application form can be found on pages 2-5 of this document. Please use the space allocated to provide your information and attach documents as necessary.

If you have any questions during this application process, please contact Vancity Community Foundation: give@vancity.com or 604.877.6584.

Please review the Funding Guidelines.

Application deadlines are May 31 and October 31 each year.

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Instructions:
1. Save the form to your computer (form requires the latest version of Adobe)
2. Complete all sections of the form. Applications will only be considered when completed in full.
3. Email the completed application to give@vancity.com

Basic Information:

Legal name of organization _____

CRA Charitable Registration # _____

Street Address _____

City _____ Post code _____

Name of contact person _____

Job title of contact person _____

Email address _____

Phone number _____

Tell us a little about your organization. Who are you and what is your organization about?
(Max 1,000 characters, approx. 160 words)

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Project/Program Information:

Name of project or program: _____

Start and end dates (or "ongoing"): _____

Grant amount requested (max $5,000): _____

Focus Area: ☐ Youth   ☐ Seniors

1) **Population Served**
   Within the above-identified focus area (youth or seniors), what population(s) does this project or program intend to serve? (E.g. low-income youth, non English speaking seniors, etc.) Recalling that the VSCU Legacy Fund priority is *vulnerable* youth and seniors, explain how the people who will be served are vulnerable and/or marginalized. (Max 1,500 characters, approx. 250 words)

2) **Outcomes**
   How will this program or project contribute to the VSCU Legacy Fund goal outcomes? Please explain what activities will be undertaken, and how these activities will (a) help kids thrive and achieve future economic and social well-being, or (b) contribute to the social and material well-being of vulnerable seniors. (Max 1,500 characters)

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3) **Equity and Justice**

Vancity Community Foundation seeks to make grant decisions based on principles of equity and justice. As such, we would like to know:

a. How was the project/program developed? Please identify how the population served has contributed to its development (if at all), and to what extent empowering the group served is prioritized over prescribing 'fixes' for the challenges they face. (Max 1,500 characters)

b. How has your organization embraced equity and justice? For example, what are your policies on diversity and inclusion? How are you addressing systemic racism? What kind of IBPOC, LGBTQ2S+, and intergenerational representation is there on your board and among senior leaders? (Max 1,500 characters)

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4) **Fundraising, Community Supports, and Partnerships**
    Please tell us how you intend to raise the funds needed to run this program or project.
    If applicable, note your key partners and funders, including their role in the project
    and any contributions (financial and non-financial). (Max 1,500 characters)

5) **Budget**
    Please use this template to provide a budget summary. You may also attach a more
    detailed budget separately if desired.

TOTAL PROJECT COSTS AND FUNDING		
Source of Funds	**Amount**	**Status** (Pending or Confirmed)
Vantel Fund		
Source:		
Source:		
Source:		
Source:		
Source:		
Total Funding Available	$	
Expenses:		
Item:		
Item:		
Item:		
Item:		
Item:		
Item:		
Total Expenses	$	