**How a Non-Profit Organization Can Apply for a Grant**

**Sussex Area Community Foundation**

**625 Main Street, Unit ‘Y’**

**Sussex, NB, E4E 7H5**

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**Information for Organizations Without Charitable Status**

Sussex Area Community Foundation Inc (SACFI) is a public foundation. As such, the Canada Revenue Agency (CRA) permits the SACFI to make grants and distributions **only** to organizations that are “qualified donees”, which includes registered Canadian charities. Sussex Area Community Foundation Inc. is not permitted to make grants to a Non-Profit Organization (NPO) that does **not** have a registered charitable status.

Non-profit organization wishing to apply for funding from Sussex Area Community Foundation Inc. may consider the following:

* Make a formal application to CRA to become a registered charity, or
* Establish a partnership relationship with a registered charitable organization (Charity) that would receive the funds for the proposed project from SACFI. CRA states that the relationship between the Charity and the NPO must be formalized and documented (through a written agreement), have a history of collaboration, and a similar mission and vision.
  + The relationship between the Charity and the NPO must be an appropriate link, not simply one of convenience as a flow-through mechanism (e.g. a library would not be an acceptable intermediary for a sports camp).

Applications submitted by a NPO require confirmation that a written agreement is in place in order for Sussex Area Community Foundation Inc. to consider a request for funding. The project grant, if approved, will be made payable to the Charity for disbursement to the NPO.

Please note: for Sussex Area Community Foundation Inc. to consider a request for funding from an organization that is not a registered charity, a signed “**Confirmation of Written Agreement” b**etween a registered charity and non-profit organization **must be included with the application**.

For more detailed information:

Click [**here**](http://www.cra-arc.gc.ca/chrts-gvng/chrts/plcy/cgd/tsd-cnd-eng.html#_Toc260732233) to visit the Canada Revenue Agency Website

or call 1-800-267-2384.