



Funding Guidelines

The Sussex Area Community Foundation Inc. (SACFI), a non-governmental community foundation, was founded in 2003 to give area residents a secure program for providing an endowment to permanently enrich the quality of life in the region. In partnership with donors and grantees, it seeks to build on community assets and meet community needs through responsible stewardship of funds and effective grant making. The Foundation reflects the special responsibility of a community foundation to support a broad set of activities that, together, strengthen the fabric of the community. The Foundation's goal in grant making is to strike a balance in strengthening the community's assets and meeting the community's needs for the good of all people, in Sussex and surrounding area.

ELIGIBILITY

In accordance with Canada Revenue Agency and SACFI governing documents, only registered charities ([qualified donees](#)) are eligible for grants from Sussex Area Community Foundation Inc.

Organizations that are non-profit, but a not a registered charity with Revenue Canada can apply for grant funding with the Sussex Area Community Foundation by partnering with a Revenue Canada Agency registered organization. The non-registered charity is to establish the partnership and ensure all documentation is provided for the Community Grant Application. In this case, a 'Confirmation of a Written Agreement between a Registered Charity and a Non-Profit Organization' for must be submitted with the grant application. If a grant is awarded, the grant will be issued to the registered charity who will forward the grant to the non-profit. Please read the "How a Non-Profit Organization Can Apply for a Grant" document.

If your organization requires a "Confirmation of Written Agreement Between a Registered Charity and a Non-Profit Organization" letter of support form, be advised that it may take up to six weeks for the supporting organization to provide this letter for your application. Please plan ahead.

For equitable distribution of grants, only one grant will be provided to an organization per year (August 1 to July 31).

FUNDING CATEGORY

Priority will be given to projects that address the following: relief of poverty, educational needs, social welfare and health issues; programs for the aged, the disabled; preservation and protection of the environment; advancement of the arts; prevention of delinquency and substance abuse.

The Sussex Area Community Foundation Inc. supports a broad range of projects that offer a service to the community or approach community challenge or concerns in an innovative fashion.

SIZE OF GRANTS

Generally, the maximum grant available will be \$5,000.00. However, due to the number of grant requests, most grants awarded are less than this.

ELIGIBLE REQUESTS

Preference will be given to new initiatives, that:

- Build citizen capacities for leadership and participation in community life,
- Contribute to the development of healthy citizens and healthy communities,
- Build appreciation for community heritage and culture,
- Support community stewardship of natural resources and the environment,
- Improve quality of life by building on community strengths and resources,
- Have a broad community benefit,
- Encourage efficient use of community resources,
- Encourage volunteer participation and citizen involvement,
- Encourage collaboration among groups and/or communities,

- Connect multiple sectors of the community, and
- Agree to a commitment for project evaluation and assessment

Organizations must demonstrate effective management and fiscal responsibility.

INELIGIBLE REQUESTS

Sussex Area Community Foundation Inc. will not support requests from or for:

- Organizations outside the greater Sussex service district,
- For advocacy purposes;
- To support an organization’s ongoing operating costs (however new project operating costs may be included in the grant budget);
- To organizations which are totally government funded;
- To retire debts;
- To endowment funds;
- For sectarian, religious or political activities;
- Groups that have not returned the required documentation from previous SACFI awards;
- In response to fund raising drives; or
- To individuals.

GRANT AREA

The Sussex Area Community Foundation serves an area of 35km from the Town of Sussex, where boundaries of other community foundations are not covered. This area extends from Sussex and beyond the 35km radius toward Grand Lake between the communities of Jemseg to Young’s Cove.

REPORTING

Within twelve months of receipt of the grant, the grantee shall submit a report regarding the completion of the project to the Sussex

Area Community Foundation. This report shall include completed project budget with copies of invoices, measures of success, copies of any event or project media coverage and any other relevant information. Please contact the Sussex Area Community Foundation should the timeframe need to be extended.

APPLICATIONS DUE TWICE PER YEAR: March and September

Please contact the following if you have questions.

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