

Police Village of Russell Trust Request for Funding Assistance

CRITERIA

Please consider the criteria below, before filling out your application forms.
If you need clarifications, please connect with us at: pvrtrustees@gmail.com

Who Can Apply:

- Registered organizations with specific project plans.
- Projects that would otherwise be funded by tax dollars may be considered only for partial funding, with the Police Village of Russell Trust (PVR) as a community partner.
- Religious organization projects are only considered if there is a proven wider community impact.

Applications that will not be considered:

- Applications on behalf of an individual.
- Political parties or organizations.
- Applications outside of the village core boundary that cannot demonstrate a benefit, in part or in full, to the residents of the village proper of Russell.
- Applications for events where the end goal is to redirect funds to a charity.

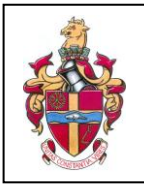
Improve the odds of being approved. Include details on:

- The estimated number of Russell Village residents benefiting from your project or event.
- The percentage of your project within the [boundaries of the PVR](#).
- Shared funding with other organizations (building a community partnership).
- Measurable project milestones.
- Volunteer labour and/or in-kind donations.
- Local paid labour and materials (if available and applicable).
- Lower dollar amounts requested.

Important Information

- If your project involves any township property, please have confirmed Russell Township Council approval for your proposed project or event before applying for funding.
- Total funding available is contingent on:
 - the PVR investment portfolio (i.e., market performance) and the goal to keep the fund above the \$1 million principal investment level.
 - Other funding applications. *Please note that there will be an increased demand on PVR funds due to the 2023 Russell 125th anniversary celebrations and increased awareness of the PVR due to the Fall 2022 election campaign.*
- If the funding requested in this application is approved, the funds are to be spent entirely for the project or event, as described in this application. Any significant changes to the budget or activities as described in this application are to be reported to the Police Village of Russell Board for reconsideration.
- Funds not spent by the completion date indicated in this application or upon cancellation of your project are to be returned to the PVR.
- If your project is revenue-generating, the PVR funding may consider acting as a stop-gap measure, with the original funding amount to be returned to the PVR for re-investment in other community projects.
- If follow-up budget and summary reports are not submitted by your organization, requests for additional funds will not be considered for future projects.
- We reserve the right to make public any funding support provided.

*****Please submit your applications electronically to: pvrtrustees@gmail.com*****



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APPLICANT	
<u>Organization Name, Registration # & Address:</u>	<u>Project Name:</u>
<u>Project Contact Name & Email:</u>	<u>Organization President/Chair Name & Email:</u>
PROJECT SUMMARY	
Total funds requested:	Project/Event Total cost:
Project/Event Location(s):	
TIMELINES	
Funds required by:	Project start date:
Event date:	Project end date:

Part 1 of 2: Application Questions

1. Provide your organization's mission statement and/or a brief description of services provided to the community.
2. A brief description of your project, including the location, what funding objective will be met and how your project will benefit residents of the Police village of Russell.
3. Project Work Plan. Provide a brief outline, in bullet format with dates at the beginning, of your project timeline, highlighting measurable project milestones.
4. Describe any ongoing maintenance costs. Have they been included in the budget and describe how they will be funded in future? A strong sustainability plan is required.
5. Include any additional comments, in bullet form, you may wish to add regarding your project.

Part 2 of 2: Budget

The second part of this application is a budget summary outlining anticipated expenses and revenues for your project. Please use the forms on our website under the "Apply" tab: Application Budget Part 2 of 2. For reference, there is a sample budget PDF.

Please be sure to include details on:

- other organizations providing funding assistance along with the amount
- estimated proportion of labour to be provided by volunteers of your organization, using the funding formula: #of volunteer hours x \$20/hour
- list any local professional (paid) labour or suppliers as projects that involve local suppliers and/or services will be more strongly considered
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*****Submit completed applications to:pvrrustees@gmail.com*****