Fredericton Direct Charge

Co-op Community Fund
Application guidelines
Fredericton Direct Charge Coop (FDCC)
170 Doak Road
Fredericton, NB E3C 2G2
frederictoncoop.nb.ca

In 2013 FDCC members launched the **Coop Community Fund** as part of their longstanding commitment to give back to the community. The Fund's main objective is to provide financial assistance to organizations offering programs and services addressing important needs in the greater Fredericton area. All revenue comes from member participation in a weekly in-store 50-50 lottery.

Community organizations that fit the following guidelines are invited to apply. All applications for assistance in the upcoming year, beginning in August 2024, must be submitted to the FDCC Service Desk on or before June 3, 2024.

(1) Local organizations meeting the following criteria are eligible for consideration.
- Must be a registered Canadian charity or an incorporated not-for-profit organization;
- Must provide services primarily within a 75km radius from the centre of Fredericton;
- Must address one or more of the following FDCC funding priorities:
  - Aligns closely with the values and principles of the Co-op movement;
  - Furthers a charitable purpose;
  - Addresses essential human needs in the community such as food, shelter or clothing;
  - Supports the well-being of young families; and/or
  - Contributes to the social development of the community.

(2) The following will be ineligible:
- Non-registered charitable or non-incorporated not-for-profit organizations;
- Organizations that are profit-oriented;
- Organizations located or providing their services primarily beyond a 75km radius from the centre of Fredericton;
- Activities that are political or overtly religious in nature (this does not preclude religious organizations for applying for donations respecting programs or events that benefit the greater population of the region irrespective of religious affiliation or lack thereof);
- Travel to or attendance at conferences, competition, or annual events;
- Student exchanges; and/or
- Sports organizations.

(3) We generally do not provide funds for:
- Fund raising drives for medical research
- Individual activities

(4) Applications will be reviewed and ranked according to the following:
- Urgency of need;
- Projected community impact;
- Organizational stability and effectiveness;
- Community support for the organization;
- The organization's collaboration with other local individuals or organizations; and
- Compatibility and alignment with Co-operative principles and values.

(5) *Successful applicants must agree to submit an evaluation report to the Community Fund Committee (an "Evaluation Report") within 1 month of the completion of the event or activity for which the funds were used, or within 1 month of the expenditure of the funds, whichever is later. Should the event or activity continue for a period of one year or more, the Applicant must agree to submit an interim Evaluation Report ("Interim Evaluation Reports") every 12 months or until the Evaluation Report is submitted. Evaluation Reports and Interim Evaluation Reports must include the following information:*

    a) *Summary/breakdown of project, event or activity expenditures;*
    b) *Description of project, event or activity outcomes; and*
    c) *The impact of the project, event, or activity on the intended beneficiaries.*

Failure to submit an Evaluation Report or Interim Evaluation Report within the required time period may result in the recipient of the funds being deemed ineligible to apply for FDCC funding in the future.

(6) Please note the following:
- Available funding will ultimately depend on revenue generated by participation in the 50-50 draw. Payments to approved recipients will therefore be allocated and issued accordingly during the year if and when funds become available
- The Fund strives to provide meaningful levels of support to select projects, hence approval of all funding requests for the upcoming year may not be possible
- Unsuccessful applicants are welcome to reapply the following year(s)
- You may include additional support material as an attachment
- Fredericton Coop Community Fund Committee reserves the right in scheduling payments to successful applicants based on projected revenue

If after reading the above you feel your activity qualifies for consideration, please proceed to complete the application.

Coop Community Fund

Application Form

Agency name_____

Address: _____

_____

Mailing Address (if different from above): _____

_____

Telephone: _____ Fax: _____

Email Address: _____

Charitable/Non Profit registration Number: _____

Executive Director/Manager: _____

Contact Person for this request: _____

No. of Employees:_____ No. of Volunteers: _____

State the mission/goals of your organization: _____

_____

_____

_____

Has your organization ever received a financial contribution from FDCC before? _____
          (Item #5 of the Guidelines)

If yes in what year/years? _____

Is this a new or existing project? _____

Duration of this project? _____

When are the funds required for this project? _____

How much are you requesting from FDCC? _____

Describe the scope of this project: _____

_____

_____

_____

_____

Who will benefit from this project and how will they benefit? _____

_____

_____

_____

Describe your plan of action to make this project a reality: _____

_____

_____

How will you evaluate the particular project to determine its impact (specifics are good)?

_____

_____

How does your organization evaluate the success of its overall mission deliver to show that you are having a positive impact on the community?

_____

_____

_____

Do you intend to cooperate or partner with other agencies or non-profits to execute this project? If yes, who and how?

_____

_____

_____

What specific project elements would be covered by a contribution from FDCC?

_____

_____

How do you propose to recognize financial support from FDCC (signage, logo, newsletter, website, social media, press release, annual report, etc.)?

_____

_____

Project Budget: (attach a separate sheet if more space required):

Project Expenditures (please itemize	Cost
	$
	$
	$
	$
	$
	$
	$
	$
	$
Total Project Expenditures	$
Project Revenue (include all sources of funding)	$
	$
	$
	$
	$
	$
	$
	$
	$
	$
	$
	$

IMPORTANT: Please attach a copy of your organization's most recent financial statements, preferably audited or reviewed.

Contact Name: _____

Signature: _____

Date: _____