



Municipality of Wawa

COMMUNITY DEVELOPMENT PROJECT FUND

Application and Guidelines

The Community Development Project Fund will attempt to support a wide range of community projects reflecting community diversity.

Vision Statement

The Municipality of Wawa will be a strong, healthy, self sustaining community with a positive progressive approach to change that takes into account the needs and interests of all residents while enhancing their quality of life. A Healthy Community, as defined by the Michipicoten Community Development Committee:

- Provides a clean, safe physical environment
- Meets the basic needs of all its residents
- Has residents that respect and support each other
- Involves the community in local government
- Promotes and celebrates its historical and cultural heritage
- Promotes recreational activities for all its residents
- Provides easily accessible health services
- Has a diverse, innovative economy
- Rests on a sustainable ecosystem

Scope of Fund

- The Community Development Project Fund may contribute up to a maximum of \$3,000 per project and will not normally exceed 33% of the total project costs.
- The funds are a one time contribution to encourage partnerships working towards the development of a sustainable project.
- It is designed to contribute to a specific project hosted by a group or organization and is not used to support organizational deficits or duplicate existing projects and/or community services.
- The Community Development Project Fund will not fund operating deficits, operating funds, and/or feasibility studies.
- Organizations or projects that lose their source of funding due to the cancellation of the program/initiative are not eligible for CDC funding as an income source to replace the lost government funding.

Criteria

- Preference will be given to projects that demonstrate:
 - Relevance to community development vision
 - A high degree of community support
 - Benefits to a broad base of the community
 - Relevance to priority areas listed in Community Development Plan
 - Multi-partnership approach

Criteria (continued)

- A completed Post Project Report Form must be submitted to the Municipality of Wawa Finance Department with a copy forwarded to the Community Development Committee.
- Invoices must accompany the Post Project Report Form along with request for payment
- Sponsor advertising must include the following name:
 - Municipality of Wawa – Community Development Committee
- Project deadline completion date is to be one calendar year from date of Resolution of Council

Community Development Project Fund Application Form (Answer in point form)	
Name of Proposed Project	
Amount Requested from Project Fund	
Contact Information Name of Organization: Address: Phone: Contact Person: Date Submitted:	
Objectives and Innovative Qualities	
Partnerships List partnerships and their involvement in the project. Please include contact persons name(s).	
Targeted Group(s)	
Stakeholders Name the groups & organizations that will benefit from this project and how.	

BUDGET INFORMATION:

PROJECT COSTS:	Amount	SOURCE OF FUNDS:	Amount
	\$	Contribution from Lead Organization	\$
	\$	Contribution from Partners	\$
	\$	In-Kind	\$
	\$	Project Fund Contribution	\$
	\$		\$
	\$		\$
	\$		\$
TOTAL COSTS	\$	TOTAL	\$

In-Kind Contribution: The in-kind value must reflect the true (real) value of the item in question. Volunteer hours are to be calculated at \$15.00 per hour.

Letters of Support: Letters of support referenced in the application must be recent (within the past year) and must be included as supporting documentation. Please do not include those not referenced to or relevant to the project. A follow up report will be required to indicate successes and/or failures.

DOCUMENTATION CHECK LIST

Please note any attached documents supporting your application. Please check the appropriate boxes.

Enclosed	Yes
Project Fund Application Form	
Project Description	
Budget	
Supporting Letters	
Other (please list):	

Contact Information

Contact: Linda Mann, Community Development Committee
 40 Broadway Avenue, P.O. Box 500; Wawa, ON P0S 1K0
 Tel: (705) 856-2244 ext. 221 Fax: (705) 856-2120
 Email: lmann@wawa.cc