**ROZSA FOUNDATION FUNDING PROGRAM APPLICATION**

**NOTE: All funding applications must be submitted via the online form. Please do not submit this document as your application. You are welcome to complete the application in this template and then copy/paste your answers into the online form.**

Organizational Information

Organization Name:

The legal name of your organization.

Charitable Registration Number:

Your organization must have its own Charitable Registration Number. You may not apply for funding using another organization's number. A CRA charitable business number will normally look something like this: 123456789RR0001. Please enter your full number without spaces or punctuation.

Mailing Address:

Please include street address, city, province, and postal code.

Phone:

Web Address:

Facebook:

Twitter:

Instagram:

Year of Incorporation (what year was your organization founded):

Discipline (what artistic discipline is the focus of your organization?):

Select the arts discipline that best describes your primary art form. **This is a dropdown menu.**

What do you know about the demographics of your audience?

Point form is welcome, and under 50 words is recommended. Please convey any distinct groups and percentages, if known.

Organizational Governance

Mission or Purpose Statement:

The Rozsa Foundation is committed to working towards an equitable and anti-racist arts sector, both through our own organizational practices and through the work and organizations we support. What is the role of EDIA (Equity, Diversity, Inclusion, & Accessibility) and Indigenous reconciliation work within your organizational priorities? Where did you start with this work and where are you going? What training has your board and/or staff undertaken and how has that manifested in your organization? Are there specific examples of work your organization has done to date to advance equity, anti-racism, and reconciliation in your operations and practices?

Max. 1500 characters.

AGM - In what month do you typically hold your annual general meeting?

When was your strategic plan last updated:

(Month / Day / Year)

**Please Note:** We will ask you to upload the latest copy of your organization's strategic plan as part of this application.

In the last 12 months have there been any significant changes to Board, management, or artistic practices?

Number of Board Meetings in the last fiscal year:

Just the number, and do not include sub-committee meetings.

**Please Note:** We will ask you to upload a list of your organization's Board of Directors (including contact information) on the final page of this application.

Financial Situation

Revenue:

Based on your most recent year-end financial statements, what were your total revenues?

Expenses:

Based on your most recent year-end financial statements, what were your total expenses?

AGLC:

Does your organization receive funding from AGLC Casinos or Bingos? If “No”, please entre zeros in the following field.

Casino/Bingo Revenues:

What were the revenues from your most recent AGLC casino/bingos?

**Please Note:** We will ask you to upload your organization's most recent year-end financial statements on the final page of this application.

Staffing Information

Administrative Staff:

In a typical year, how many salaried or contracted administrators does your organization engage?

Professional Artists:

In a typical year, how many salaried or contracted artists does your organization engage?

Contact Information

**Executive Director**

Honorary (Ms/Mr/Mx etc):

First Name:

Last Name:

Title:

Email:

Phone Number:

**Board Chair/President**

Honorary (Ms/Mr/Mx etc):

First Name:

Last Name:

Title:

Email:

Phone Number:

Project Information

**Primary Contact**

Honorary (Ms/Mr/Mx etc):

First Name:

Last Name:

Title:

Email:

Phone Number:

Funding Program (This section is a checkbox).

To which grant stream are you applying? NOTE: Arts Leadership Residency, Capstone Project, and Future Focus funding programs have separate applications, which can be found on their program webpages.

* Capacity Development Funding
* Experimentation Funding

Funding Request:

How much money are you requesting?

Project Overview (50 Words)

Please provide a brief summary of the project you are requesting funding for.

Project Description (Max. 5500 Characters)

Please refer to the Guidelines for the funding program you are applying to for suggested points to speak to.

Anticipated Project Start Date (Month/Day/Year):

Anticipated Project End Date (Month/Day/Year):

Allocation of Funds

Please briefly explain how you intend to use Rozsa Foundation funds. To which expenses do you plan on applying this funding? (Remember not to target Rozsa Foundation funds towards covering ineligible costs.)

Matching Funds

Is there an opportunity to leverage additional or new funding, such as matching funds? If yes, please describe.

**Please Note:** We will ask you to upload a project budget on the final page of this application. This budget must be completed on the Budget Template provided on our website.

Partners, Consultants, and Outreach

Please list all known partners, consultants, or collaborators (individuals or organizations) in the project. Does this project have any special outreach components, or involvement for youth and/or potentially marginalized groups (eg: immigrants, non-English speakers)?

Learning Objectives

What does your organization hope to learn by undertaking this project and who in your organization is overseeing this project/learning?

Success Indicators

What are your indicators or measures of success for this endeavor? (Less than 100 words. Point form is welcome.)

Strategic Advancement

Explain how this project furthers your organization's strategic plan. (Generally, less than 50 words.)

If applicable, how does your organization's commitment to EDIA manifest in this proposed project?

Additional Comments

Please share any additional comments you have for the Rozsa Foundation.

File Uploads

Please upload the required files below. Please note that uploads will not be saved between online sessions, so please upload all files when you are ready to submit.

The project budget must be submitted in the Budget column of the [Rozsa Foundation Funding Program Budget Template](https://docs.wixstatic.com/ugd/9e6573_7aed26c479c745d08bf4f378aee6e756.xlsx?dn=grantbudget.xlsx). No other format for the project budget will be accepted.

* Strategic Plan

*Please upload a PDF of your most recent strategic plan. Files must be in PDF format and less than 2 MB.*

* Financial Statements

*Please upload a PDF with your most recent year-end financial statements. If there are any unusual discrepancies that aren’t addressed in the statement notes (e.g. a 40% drop in box office revenue) please speak to that in the Additional Comments at the end of the application. Likewise, if there are any significant changes to your organization’s situation since those statements were generated, please address them in Additional Comments at the end of the application. Files must be in PDF format and less than 2 MB.*

* Board Contact Information

*Please upload a file with the names of the Board of Directors with email address and phone number (we will not be contacting them directly about this application.) Files must be in PDF format and less than 2 MB.*

* Project Budget

*Please upload the completed Rozsa Foundation Funding Program Budget Template, listing all revenues and expenses for this project in the column marked "BUDGET". Also indicate whether funding sources are confirmed or pending in the "BUDGET NOTES" column. Files must be in XLSX format and less than 2 MB.*

* Additional Support Material (optional)

*If there are any additional documents that you feel support your funding application, please upload them here. This could be a partnership letter, consultant workplan, etc. This section is not mandatory.*