



**MANITOBA REALTORS®**  
SHELTER FOUNDATION

GRANT APPLICATION

Manitoba REALTORS® Shelter Foundation  
1873 Inkster Boulevard  
Winnipeg, Manitoba R2R 2A6  
[www.manitobarealtorsshelterfoundation.ca](http://www.manitobarealtorsshelterfoundation.ca)  
Phone 1.800.267.6019 or 204.772.0405  
Fax 204.775-3781

The Manitoba REALTORS® Shelter Foundation is proud to support shelter-related charitable organizations in Manitoba. Shelter is defined as temporary or permanent human shelter that provides protection against injury, danger or discomfort. It is a place of safety or immunity; a home, lodging or dwelling.

**Presentations about your grant request to Manitoba REALTORS® Shelter Foundation**

For information regarding presentations to the foundation please call 204.772.0405; it is recommended to call well in advance of the mid-September grant application deadline.

**Grant Application Guidelines**

Please review the following guidelines prior to submitting a grant application:

- Only shelter-related registered charities operating in the province of Manitoba are eligible.
- Organizations must demonstrate sound fiscal responsibility and effective management.
- All applications should be received annually by September 15

**Funding Restrictions**

Grants will not normally be considered for the following types of organizations:

- Medical institutions
- Camps
- Theatre or performing arts groups
- Private foundations
- Service or fraternal clubs
- Religious institutions
- Agencies/organizations which raise funds for distribution to other organizations

The foundation will not fund budget deficits; activities completed, or costs incurred prior to the current year of application; political activities; fundraising events; or endowments.

The organization applying for the grant must have been in continuous operation delivering services in Manitoba for a minimum of two fiscal years prior to the date of the grant application submission.

**Application Process**

Grant decisions are generally made once each year in October. Successful grant applicants will be informed of the amount of the grant within approximately two weeks following grant decisions.

Grantees are asked to complete and return the “terms of grant agreement” document which will be provided to them upon the successful granting of their funding request.

Manitoba REALTORS® Shelter Foundation may receive submissions for a large number of organizations each year and the funds available will generally enable assistance to only a portion of these. An unfavourable decision from the foundation is in no way reflective of the quality of the organization making the request, nor the need for funding. We thank you for considering Manitoba REALTORS® Shelter Foundation to help support your cause.

**Please address all correspondence to:**

Manitoba REALTORS® Shelter Foundation  
1873 Inkster Blvd,  
Winnipeg, MB., R2R 2A6

## Manitoba REALTORS® Shelter Foundation Grant Application

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Organization name

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Name of contact person

Title

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Street

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City

Postal code

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Telephone

Fax

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Contact person email

Website

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Year of incorporation

Registered charitable number

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Amount requested

### Your organization

1. Describe the organization's scope of work (include organizational mission and focus).
2. Describe the organization's current "client" or target population e.g., number served, age, geographic reach, socioeconomic, and related facts.
3. What are the organization's typical activities?
4. Number of: Full-time staff \_\_\_\_\_ Part-time staff \_\_\_\_\_ Volunteers \_\_\_\_\_

### Project/program information

1. Request is primarily for: Operating funding \_\_\_\_\_ Project funding \_\_\_\_\_ Capital funding \_\_\_\_\_
2. Describe the purpose intended for the requested funds; what will be accomplished, who will benefit.
3. What are the measures of success of the program/project for which funding is being requested?
4. List the other organizations, including government, from which you have requested funding for this project:

Name of organization

Amount requested

Confirmed (yes/no)

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5. Please include copies of the following documents with your submission:

- Copy of Articles of Incorporation or Notification of Registration of Charitable Status
- Current operating budget for project for which grant is being requested
- Most recent financial statements (audited, if available)
- List of board of directors with board positions and contact information for the chair
- Most recent annual report (if one is produced)

**Declaration:** I confirm that the information contained in this application and the accompanying documents is true, accurate and complete.

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Name and title organization's signing officer

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Date

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Signature of organization's signing officer

The Manitoba Real Estate Association (MREA) is a member of the Canadian Real Estate Association (CREA) and adheres to and abides by the principles as set out in the CREA Privacy Code. MREA and Manitoba REALTORS® Shelter Foundation only collects personal information contained in grant applications which may be necessary to process grant applications and generally effectively administer the MREA and Manitoba REALTORS® Shelter Foundation. The information gathered by Manitoba REALTORS® Shelter Foundation is protected by the principles of the CREA Privacy Code and the *Personal Information Protection and Electronic Documents Act, Canada*.

For more information, a privacy brochure is available from the MREA office.