



# Carberry and Area Community Foundation Inc.

*Charitable Gifts Funding the Future*

## DECLARATION OF AFFILIATION – QUALIFIED DONEE AND AGENT

*(PLEASE ATTACH TO CARBERRY & AREA COMMUNITY FOUNDATION GRANT APPLICATION)*

Carberry and Area Community Foundation provides grants directly to organizations that are registered charities with the Canada Revenue Agency. The Community Foundation may also provide grants directly to Towns/Municipalities or other Registered Charities. In certain cases, a grant may be made to a Town/Municipality/Registered Charity acting as a sponsor for an organization that is not a registered charity that will carry out a charitable activity.

These are the requirements for such an application to be considered by Carberry and Area Community Foundation:

1. The applicant (the “Agent”) must have a direct affiliation with the sponsoring organization (the “Qualified Donee”). Examples – shared charitable purpose, membership in an umbrella organization, located in the Town/Municipality etc.
2. The following “General Information Regarding the Qualified Donee”, the “General Information Regarding the Agent” and the “Agreement” must be completed and enclosed with the Community Foundation grant application.

### **GENERAL INFORMATION REGARDING THE REGISTERED CHARITY (QUALIFIED DONEE):**

Name of sponsoring Qualified Donee: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Registered Charity Number \_\_\_\_\_ RR000\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

### **GENERAL INFORMATION REGARDING THE APPLICANT ORGANIZATION (AGENT):**

Name of Applicant (Agent) organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Nature of the affiliation or relationship between the Qualified Donee and the Agent undertaking the project:**

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**Nature of the affiliation or relationship between the Town/Municipality and the Agent undertaking the project con't:**

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\_\_\_\_\_  
\_\_\_\_\_

This **AGREEMENT** is made effective this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**BETWEEN** \_\_\_\_\_ (the "Qualified Donee")

**AND** \_\_\_\_\_ (the "Agent")

**WHEREAS:**

The Qualified Donee wishes to carry out the project described in the Grant Application by the Agent to the Community Foundation.

The project is at law a charitable or other activity qualified to receive charitably donated funds from a Community Foundation under the Income Tax Act (Canada).

**THEREFORE, THE QUALIFIED DONEE AND THE AGENT AGREE AS FOLLOWS:**

1. The Agent will act as agent for the Qualified Donee for the purpose of establishing, maintaining and completing the project.
2. The project will be completed as stated in the Community Foundation Grant Application.
3. Subject to sufficient funding to proceed with the project, the Qualified Donee will provide the total sum received on behalf of the project to the Agent for the purpose of carrying of the project.
4. The Agent will keep the funds that it receives from the Qualified Donee separate from the Agent's own assets and will use such funds solely for the project. If the Agent fails to comply with any of the terms of this agreement, or if the Qualified Donee is dissatisfied with the progress of the project, or if the Agent fails to comply with any of the terms of the agreement with the Community Foundation, then the Agent will return all funds to the Qualified Donee for reimbursement of the funders.
5. The Agent will report as required by the agreement with the Community Foundation to the Qualified Donee and Community Foundation and will permit the Qualified Donee and the Community Foundation to inspect the project at such times as the Qualified Donee or Community Foundation deems appropriate.
6. The Agent will not assign the rights or obligations under the Agreement without prior written consent of the Qualified Donee.
7. The Agent will not change any part of the project without the prior written consent of the Community Foundation.
8. This Agreement will be governed by the laws of Manitoba.

The Qualified Donee

The "Agent"

Per: \_\_\_\_\_

Per: \_\_\_\_\_

\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Authorized Signatory