

Application for 2010 Caring for the Moraine Workshops

CRITERIA:

- Funding is available to Ontario-based not-for-profit organizations, municipalities, conservation authorities, land trusts, universities, colleges and First Nations.
- Workshops must be located on the Moraine.
- Workshops must have a Moraine specific focus.
- A maximum of \$300 will be available from the Foundation to help support workshop costs. Costs covered can include staff time associated directly with the project.
- Partners are encouraged to profile the workshop by any means possible not only to promote attendance but also to highlight successes. The Foundation will consider assisting with some of the costs associated with things such as website or print profiling (e.g. newspaper ads, features in newsletters). All material must be approved by the Foundation prior to its release.
- All applications must be submitted in **HARDCOPY** only. Please do not send electronic copies.
- You will be contacted by phone and by written correspondence to confirm the status of your application within two weeks of the receipt of your application.
- Foundation funds will be paid out once the workshop is completed. In order to facilitate payment the grantee must send a hardcopy letter to the Foundation stating that the workshop was completed and submit an update of the budget information included in application. At this time we will also require copies of any promotional material completed. Payments will not be made until this information is received.
- Funds are available on a first come first serve basis. Out of the potential ten workshops available for funding, five workshops will be reserved for the Eastern Moraine (Conservation Priority Areas (CPAs) 11, 17 and 18) and five for the Western Moraine (CPAs 2 and 4).
- An organization is eligible to receive a maximum of two grants in 2010 under the Caring for the Moraine Workshop program.
- We encourage applicants to partner with other agencies to deliver workshops.
- Applications will be received until September 30, 2010.
- All workshops must be completed and the required documentation submitted to the Foundation by November 30, 2010.

INFORMATION REQUIRED:

- 1. Workshop Title:**
- 2. Explain how this workshop is Moraine specific:**
- 3. Overview of proposed agenda for workshop:**
- 4. Who are the audiences targeted?**
- 5. How will this workshop be promoted?**
- 6. Proposed workshop location (please include a hardcopy map):**

Budget (example included – all numbers are arbitrary):

Deliverable	Proposed ORMF Contribution	Partner Contribution (Please list all sources)	In-kind (Please list all sources)	Total
<i>Staff Time – preparation – 16 hours at \$25 per hour</i>			<i>\$400 TRCA</i>	<i>\$400</i>
<i>Speaker – 4 hours at \$30 per hour</i>		<i>\$120 NCC</i>		<i>\$120</i>
<i>Venue Rental</i>			<i>\$200 TRCA</i>	<i>\$200</i>
<i>Workshop Refreshments</i>	<i>\$150</i>			<i>\$150</i>
<i>Workshop Supplies – handouts, workbooks</i>	<i>\$150</i>			<i>\$150</i>
GRAND TOTALS	\$300	\$120	\$600	\$1,020

Please mail all applications and requests for payment to:

Lisa Turnbull, Program Manager
Oak Ridges Moraine Foundation
The Gate House
13990 Dufferin Street North
King City, Ontario L7B 1B3