

**Sustainable Orangeville Grant Application**

The Sustainable Orangeville Committee is pleased to offer eligible applicants the opportunity to apply for funding to support the development, implementation, and promotion of environmentally sustainable practices within the Town of Orangeville.

**Application Instructions**

Please complete Sections A to D of the Application Form. Refer to the Application Checklist on page 8 to ensure all required documentation has been submitted.

To learn more about the Sustainable Orangeville Grant Program, please refer to the Sustainable Orangeville Grant Application Guide on the Town’s website.

**Section A: Contact Information**

<b>Name:</b>	
<b>Organization: (if applicable)</b>	
<b>Street Address:</b>	
<b>City/Town:</b>	
<b>Postal Code:</b>	
<b>Phone #:</b>	
<b>Email:</b>	

**I am applying as a:**

Resident of Orangeville

Local stakeholder group (e.g., non-profit organization, committee, school)

Other, please specify:

**Section B: Project Description**

<b>Project Name:</b>	
<b>Project Address:</b>	

**I certify that I have not applied to the Sustainable Orangeville Grant Program for this project and/or similar projects in previous years.**

**Project Start Date:**

**Project End Date:**

- 1. Does the project require permission from a landowner?  
(e.g., private property, school, business, etc.)**

*Note: For projects that require permission from a landowner, a signed letter of support from the landowner must be submitted with the application.*

Yes

No

- 2. Indicate the eligible project type the project most aligns with. Please refer to the Sustainable Orangeville Grant Application Guide for a list of the eligible project types. Select all that apply:**

Urban food systems

Active transportation

Waste reduction

Water conservation

Air quality

Energy conservation

Urban forestry

Other, please specify:

- 3. Will the project occur in the Town of Orangeville's geographic boundaries and directly benefit the community?**

Yes

No, please specify:

**4. Briefly describe the project and its objectives. (Max. 150 words).**

*Note: This question is scored out of 5 and worth 10% of your final score.*

**5. Provide a timeline for the project tasks in the table below. Please base the project start date on the program schedule outlined in Appendix A of the Sustainable Orangeville Grant Application Guide.**

*Note: This question is scored out of 5 and worth 15% of your final score.*

Date	Key Project Stage	Action/Activities	List Participants Involved

**6. Describe how your project meets the eligibility criteria? (Max. 250 words)**

*Note: This question is scored out of 5 and worth 20% of your final score.*

**7. State the main outcome of the project. The outcome is what the project aims to achieve. Identify the project outputs that support the outcome of the project. The outputs are the actions or items that contribute to achieving an outcome. (Max. 250 words)**

*Note: This question is scored out of 5 and worth 20% of your final score.*

8. Describe how you will evaluate the success of the project. What is the lifespan of your project and what maintenance plan do you have in place?  
(Max. 250 words)



*Note: This question is scored out of 5 and worth 20% of your final score.*

### **Section C: Project Budget**

**Funding Levels** - Applicants can apply for:

- **\$500** - Small scale projects (e.g. community clean-ups, workshops)
- **\$1000** - Mid-sized projects (e.g. tree planting, rain gardens)
- **\$2,500** - Large scale projects with a measurable impact (e.g. sustainability programs, community infrastructure improvements, bios wales)



## Section D: Terms and Conditions

**By submitting this application, all applicants, including those submitting their application electronically (i.e., online or via email) are deemed to have read, understood, and agreed to abide by the terms and conditions of the Sustainable Orangeville Grant Program as set out in the application.**

I acknowledge and agree that if this application is approved for funding by the Sustainable Orangeville Committee, the applicant organization will be required to enter into a Sustainable Orangeville Grant Agreement with the Committee prior to the release of any funds to the applicant organization.

I further acknowledge and agree that the applicant organization will be required to comply with all the terms of the Agreement, including but not limited to the following:

1. The Applicant must use the funding only for the purposes specified in this Application and shall not dispose of any surplus Sustainable Orangeville Grant funds, nor direct funding towards other programs. All unused funds must be returned to the Sustainable Orangeville Committee upon completion of the project.
2. The Applicant will maintain and keep proper records of expenditures and provide copies of receipts/invoices, relating to the Project, and make it available for audit by the Sustainable Orangeville Committee.
3. The project will be represented as the responsibility of the Applicant. The Applicant may not represent itself as an agency of the Town of Orangeville or Sustainable Orangeville in any way, the only relationship being that the Sustainable Orangeville Committee has approved and granted financial assistance to the Applicant.
4. The Applicant will comply with all applicable statutes, regulations, policies, and shall obtain all required approvals and permits for this project, where applicable.
5. Applicants receiving a Sustainable Orangeville Grant are required to submit a Final Report one month prior to agreement expiry.
6. The Applicant will allow the Sustainable Orangeville Committee to use the project name and any images associated with the project to promote the Sustainable Orangeville Grant Program by signing a Photo & Video Consent Release Form.
7. The Applicant agrees and acknowledges that the Sustainable Orangeville Committee and the Town of Orangeville bears no responsibility for and has no liability with respect to the project. The Applicant agrees to indemnify, defend and hold harmless the Sustainable Orangeville Committee and the Town of Orangeville from any and all liability, loss, damages, claims, demands, costs, and expenses arising in connection with the project.

APPLICANT'S AGREEMENT I hereby make an application for funding from the Sustainable Orangeville Grant Program, declaring that all information contained in this application, including all attachments are true and correct and acknowledge that the Sustainable Orangeville Committee will assess this Application based upon the information contained in this Application. By signing below, I confirm that I have read, understand, and agree to the above Terms and Conditions.

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Name (Printed)

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Signature

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Date

Thank you for your Sustainable Orangeville Grant application, please ensure your submission package is complete. Submission of this application form does not guarantee approval of your application.

### **Appendix A: Application Checklist**

Section A: Contact Information

Section B: Project Description

Section C: Project Budget

Section D: Terms and Conditions

Signed letter of support from the property owner (if not owned by the applicant)

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