Community Enrichment Team - Canadian Grant Request Application

Today's Date:

Name of Charity:

Current Address:

City, Prov., Postal Code:

Contact Name and Position:

Phone Number and Ext.

E-mail Address:

Charity's Website:

Registered Charitable Number:

Please answer all questions on this form completely and provide all information that has been requested. Your completed Canadian Grant Request Application should be submitted in word or pdf format and sent to the Canadian Region Community Enrichment Team via e-mail to *CAenrich@scj.com*

Select a Category that your Grant Request Applies To:

- ☐ Education
- ☐ Health & Wellness
- ☐ Environment & Sustainability
- ☐ Social Services
- ☐ Community & Economic Development
- ☐ Arts, Culture and Humanities

Select Geographical Impact of the Charity:

- ☐ Local
- ☐ Provincial
- ☐ National

Is this the charity's first request for funding from SC Johnson? Yes or No. If not, please outline what projects/programs SC Johnson has granted funding for in the past and the total dollar amount that has been given to your organization by SC Johnson in the past?

Is this a new initiative or grant request for current programming for the charity? Yes or No.

Please provide a brief history of the charity including its current mission and vision? What need within the community is the charity currently fulfilling?

Program/Project Summary: Briefly summarize the program/project, identifying the need and the long term and short term goals of the project/programming. Identify the services to be provided and the community that will benefit from them (est. the # of individuals to be served). Describe where your services are or will be provided.

Statement of Need: Describe the challenge/situation the charity will be addressing. Who is affected? In what ways are they affected and to what extent? Why is the problem significant? Why is the problem occurring?

Expected Results: Clearly identify the results the charity hopes the grant-funded program/project will achieve. What do you expect to result from the program/project your organization will run?

Program/Project Plan: Explain what the charity plans to do and how if they are successful in receiving the grant. Things to consider when addressing this question. What is the plan? Who will be executing the plan, how many people will be involved, what will be happening and when? What is the timeline, key milestones and completion date? Where will the work take place? When will the work be accomplished? What resources are required and when will they be used?

Evaluation Plan: Describe how the organization will evaluate the grant-funded project/program. How will your organization measure the level to which the program is achieving the expected results and how will you document that project/program activities unfolded per plans, as well as any course corrections that need to be made along the way and why.

Sustainability Plan: Describe how the charity plans to obtain continued funding and or an ability to self-sustain the project/program after the grant period has ended?

Recognition and Visibility: Explain how SC Johnson will receive recognition and visibility as a grantor supporting this initiative or project?

Please also submit with the application the following documentation:

- A detailed copy of the budget for the proposed project/program including Revenue and Expenses
- The most recent copy of the organizations Audited Financial Statements

Please submit your completed grant application to the following e-mail address: CAenrich@scj.com

Please note. Due to the high volume of requests we receive, only those grant applications which are successful will be contacted. Our goal is to process requests within 12 – 14 weeks.