



KITCHENER-WATERLOO OLDTIMERS' HOCKEY CLUB INC.

2018-2019

Sponsorship and Donation Application Process

Sponsorship and Donation Application Process

- Any community organization or non-governmental organization may submit an application.
- All applications will be reviewed by the Donations Chair. The Donations Chair will make recommendations to the Executive Committee for all sponsorship or funding requests.
- If necessary, the Donations Chair may meet with applicants to clarify their applications.
- Applications will be accepted any time of the year though our review period is September to December of each year.

Eligibility

Sponsorship and donation requests will be considered and are awarded at the sole discretion of the KW Oldtimers Hockey Club Inc. Preferences will be given to:

- a. Organizations with registered charitable or not for profit status;
- b. Organizations with audited financial statements or reviewed by external accountants and sound financial practices;
- c. Projects aligned to ensure financially disadvantaged children (less than 18 years of age) who want to play organized hockey in the Kitchener Waterloo Region are given that opportunity;
- d. Projects aligned that will directly benefit participants in the Kitchener Waterloo Region through the game of hockey.

Review Process

All requests for donations must be submitted on the KW Oldtimers Hockey Sponsorship and Donation application form to the attention of the Donations Chair.

It is anticipated that most requests for sponsorship or donations will receive a response within an eight week period. However, more detailed and complicated sponsorship or donations requests may take up to sixteen weeks for a response. Please keep this in mind when applications are being submitted.



KITCHENER-WATERLOO OLDTIMERS' HOCKEY CLUB INC.

Sponsorship and Donation Application

Application Date	
Organization	
Registered Charitable Number:	
Contact:	
Name	
Email	
Phone	
Board Members of Organization	

Please indicate the Kitchener Waterloo Region funding request focus:

- Youth Hockey
- Community Health and Safety
- Other sponsorship initiative

1. Grant Application Amount: \$ _____
2. Provide a detailed breakdown of how the funds will be used by attaching a detailed summary.
(Attach appendix as needed)
3. If the initiative costs will be more than the application request please indicate the total cost of your project. \$ _____
4. Tell us a little about your organization. Who is on your board of Directors? What is your main purpose as an organization?

5. Please identify any other agencies, groups, organizations who may be supporting the total cost of the initiative beyond the amount being requested from the Hockey Club.

	Other Name/ Agency/ Group/ Organization supporting initiative	Contributions
5.1		
5.2		
5.3		
5.4		
5.5		
5.6		

6. How will the KW Oldtimers Hockey Club Inc. be recognized for their sponsorship or donation?

7. Organization agrees to provide a written or verbal report confirming how and when grant funds were used.

8. Briefly outline the initiative. [Alternatively, please attach relevant documentation and cover letter]

9. What are your objectives? How will you measure those objectives to see if your sponsorship or donation was effective?

10. Please summarize the short and/or long term benefits of this initiative.

Application Submitted by:

Contact Signature: _____