



## Healthy Horizons Foundation Grant Application Form

### Mission

To provide youth within the communities we serve the knowledge and tools to foster a lifelong connection to physical activity and healthy living.

### Vision

A future where activity, nutrition, and wellness are the key pillars in the lives of youth within the communities we serve.

### Applying for Funding

To apply for funding from the Healthy Horizons Foundation (HHF), please follow the following steps:

- Review funding guidelines
- Complete the Grant Application Form
- Ensure your organization is a registered charity in Canada or otherwise registered as a “qualified donee” as defined by the *Income Tax Act (Canada)* – assistance with applying for qualified donee status with the Canada Revenue Agency (CRA) can be found on our website: [www.healthyhorizonsfoundation.org](http://www.healthyhorizonsfoundation.org)

### General Funding Guidelines

The priorities of the Healthy Horizons Foundation are to focus on youth in all of the communities we serve. The funding categories are:

- Physical Activity
- Nutrition
- Education
- Well-being

Examples of the types of programs we will consider supporting are:

- Community and family resource centres
- Exercise facilities and programs
- Sports activities
- Disease prevention education
- Nutritional literacy
- Education programs

Except in special circumstances, the Healthy Horizons Foundation does not provide funding for:

- General and administrative costs
- Individual requests for personal donations/financial aid including elite sport or cultural competition
- Travel, accommodations, meal expense, field trips
- Programs, events or activities outside of Canada
- Endowment campaigns
- Advertising or fundraising drives
- Salaries for staff or individuals
- Intermediary funding agencies

#### **Grant Reporting, Use of Funds and Revision Requests**

- The recipient of any grant from the HHF must use the funds awarded for the specific purpose of their original intent as outlined in the Letter of Acceptance
- HHF requires a detailed accounting of all funds awarded
- To ensure the optimum safety and viability of the grant, a follow-up report must be submitted within 6 months from the receipt of the grant
- It is understood that any funds not used in the Letter of Agreement, must be returned to HHF
- Any request for a revision regarding use of funds must be submitted in writing to HHF and must receive prior written approval

Grant Applications are evaluated by HHF twice a year. Under special circumstances, proposals will be accepted outside of the specified deadlines. The deadline for 2020 is:

**June 30, 2021 extended to August 31, 2021**

Please include a one page cover letter, on your organization's stationary, signed by a senior management official, briefly outlining your proposal with the application form.

Please address all correspondence to:

c/o Healthy Horizons Foundation  
77 Main Street  
Winnipeg, Manitoba  
R3C 2R1

**Completed Grant Application Forms can be submitted via email to:**  
**[healthyhorizonsfoundation@northwest.ca](mailto:healthyhorizonsfoundation@northwest.ca)** or via mail to the above address.



## Healthy Horizons Foundation Grant Application Form

(Complete the form and save with your organization's name in the file name)

### 1. ORGANIZATION

Name of Organization:	
Charitable Organization Registration*:	
Project Title:	
Address:	
City, Province, Postal Code	
Contact Name:	
Telephone:	
E-mail Address:	
Amount Requested:	

*\*HHF must direct funding to qualified donees within the meaning of the Income Tax Act. To process your application, you must provide your charitable registration number.*

### 2. SUMMARY OF PROGRAM

Please provide a concise description of the program for which funding from HHF is requested. (i.e. the need or problem to be addressed, the overall goals and purposes of the program, the specific purpose the funds would be used towards and how the project will benefit children and youth).

### **3. HISTORY**

Please provide a brief history of your organization (should not exceed one typewritten page).

#### **4. TARGET POPULATION**

Please summarize your target population (i.e. age of participants, how many children will be supported, the geographical range of your organization, etc.).

#### **5. BUDGET**

Please attach an itemized budget for this project and for the total program, if applicable. Detail your current source of income and expenses, and include a balance sheet for the past year, if applicable. Provide plans for contributions from other institutions or organizations, if any. Please ensure the amounts represented in this budget are in Canadian dollars.

## **FOLLOW-UP REPORT**

If your proposal is approved, you will be required to address the following questions within six (6) months from the receipt of the grant. This allows Healthy Horizons Foundation to ensure optimum safety and viability of this project.

1. Has the need you identified been met? Please include updated information about the project (number of children served, new program opportunities, etc.).
2. Did the project follow the objectives outlined in your initial proposal? If not, why?
3. Has the project been modified since the proposal was submitted to HHF?
4. What was the impact of the project on your organization and on those people it was designed to serve?
5. Include a complete financial reporting of the grant.
6. Describe the impact this grant made in the lives of children, youth and the community, if applicable.

Please include any photos and/or video(s). Identify if these photos/video(s) are approved for use for internal and/or external communication. Include copies of releases if available.