

# Community Development Fund Application



On April 19, 2023, at the Annual General Meeting of the Caisse populaire Kahnawake, members voted to establish a \$45,000 Community Development Fund.

The Fund allows the Caisse to contribute to the sustainable development of communities in cooperation with community organizations and institutions, without replacing government.

**Applications for the Community Development Fund will now be accepted throughout the year.**

Applications can be emailed to [katie.diabo@desjardins.com](mailto:katie.diabo@desjardins.com) or dropped off at Caisse populaire Kahnawake reception.

The mission of the Fund is to support key local initiatives in areas of:

- Youth
- Young Families
- Environment
- Humanitarian work and community involvement
- Education
- Health & Healthy Lifestyle
- Economic Development
- Language & Culture
- Sports
- Elders
- As well as any other priority areas for the community

The mission differentiates these contributions from donations and sponsorships, which must come out of the Caisse's operating budget.

## Eligibility Criteria

To be eligible for funding you must:

- Be a Member of the Caisse Populaire Kahnawake
- Show that the financial aid requested is going to be used for the purpose of the project presented
- Show the visibility, sustainability, and autonomy of the project mid-term
- Present a project with added value for the community
- Encourage job creation (salaries may be considered depending on project needs; however, it must not directly benefit the profitability of the person making the application)
- Provide access to financial statements
- Submit complete and concise applications which cannot be amended once submitted. Projects must be completed as submitted
- Priority will be given to grassroots projects without core funding
- Priority will be given to projects not previously funded through the Community Development Fund
- Projects submitted must correspond to the mission of the Community Development Fund



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## Information About Your Organization

1. Name of the organization or group applying for funding:

2. Organization contact information

Address:

City:

Postal code:

Province:

Telephone:

Fax number:

Website:

Email address:

Contact person responsible for the application:

Telephone number for the contact :

Email address for the contact:

3. What is the Mission of your organization?

4. Is your organization a member of Desjardins?    Yes    No

5. What kind of organization are you?    Non-profit organization    Charity    Business    Individual

6. What sector are you in? (please check all that apply to your project/program)

Youth

Education

Language & Culture

Young Families

Health & Healthy Lifestyle

Sports

Elders

Economic development

Environment

Humanitarian work and community involvement

Other community priorities (please specify):



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7. The number of people affected by your proposal:

8. How many members does your organization have?

9. What age group will your proposal serve?

10. Describe your organization and its activities:

11. Where does your organization get its funding?

## Project Overview

12. Describe your project:

Duration:

Location:

Number of participants:

Number of visitors expected:

Where will participants/attendees come from?



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13. Goals:

14. Target group and project scope:

15. How often will you apply for funds for this project/event?

One-time application    Occasional application    Annual application

16. Are community stakeholders involved in the project? If so, who are they and what will they do? How much are they contributing financially? Please attach information about how the project is being financed.

17. Is your project already underway? If yes, please list the partners that have been involved up to now.

18. What is the total cost of your project?

19. How much would you like Caisse populaire Kahnawake to contribute and how will this money be used?



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20. How is this project critical for the community?

21. What need or problem does it resolve?

22. What are the expected results and benefits?

23. What kind of visibility and other benefits can you offer the Caisse in exchange for its financial contribution?  
(Target audience, media involved, how long will publicity last, etc.?)



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24. Please explain why the Caisse populaire Kahnawake Community Development Fund should contribute to your project?

25. How will you ensure the project can continue in future without the Caisse's financial support?

## Processing Times for Grant Applications

Applications should be submitted within the 60 days prior to the event. A written response will be sent to the applicant within 20 to 40 business days.

The Committee reserves the right to contact applicants for additional information or for further explanation. Appointments with project organizers may be requested depending on the type of information needed or the amount of information requested for clarification purposes.

Applications can be submitted on a rolling basis through out the year. Once all the requested documents have been received, the Caisse will notify the applicant of when their application will be analyzed.

Following the Caisse populaire Kahnawake Community Development Fund Committee's analysis and recommendation, the board of directors will give the final approval. Applicants will then be informed of how much funding they will receive from the Caisse.

### Documents to include with this form:

Visibility plan (for all sponsorship applications)

Budget (state the costs associated to your project, being as detailed as possible).

Financials



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Please send the response by:

Email to:

Mail:

**ONLY COMPLETE APPLICATIONS WILL BE REVIEWED**

Please send your complete proposal and general information form to:

**Caisse Populaire Kahnawake**  
P.O. Box 1987  
Kahnawake, Quebec, J0L 1B0

If you have any questions, they can be addressed to

• **Katie Diabo:** [katie.diabo@desjardins.com](mailto:katie.diabo@desjardins.com) or 450-638-5464 ext. 7134234

By signing this document, the person making the request or his/her representative certifies that the information contained is complete and accurate and therefore agrees that it will not be amended in any way after submission. He/she accepts that the Caisse Populaire Kahnawake obtain financial information from his/her financial institution or any credit agency.

Representative's signature

Date



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