

American Women's Club of Southern Ontario (AWCO)
Grant Application Information and Guidelines
Updated 2022

The Club: The American Women's Club of Southern Ontario (AWCO), previously known as the American Women's Club of Oakville, is a social organization for women with ties to the United States. The Club has been active in Oakville for over 40 years and has just under 100 members. Our full-time members all reside in Southern Ontario; a handful of "partial" members are women who have moved away, but wish to retain a connection to the Club.

AWCO is purely volunteer-driven. It is sustained via annual dues and sponsorships from local vendors. It is led by an Executive Board with board members overseeing functional areas. The historic board position of *Ways & Means/Service* has been an important part of the Club for decades. The Ways & Means board leader/s raise money throughout the year from members and the community for AWCO's Charitable Giving Fund. These funds are then dispensed through a grant-making process, which kicks off annually on March 15th, the due date for all grant applications. Successful grantees will be alerted in May and funds will be disbursed in June of each year. Specific grant application instructions follow.

The Club's *Service* arm, led by the same Ways & Means/Service board member/s, coordinates participation in a wide-range of volunteer activities throughout the year such as the annual food drive in conjunction with Canadian Thanksgiving and the Toy Drive at Christmas.

Other recent activities included food packing for a food shelter, “empties” collection for the humane society and baking for the homeless. If your organization would benefit from volunteer assistance and/or a gifts-in-kind drive, you may also reach out for consideration at any time throughout the year though a generous lead time is appreciated!

Applying for Funding: The AWCO welcomes requests for charitable funding from non-sectarian, local not-for-profit organizations with a charitable organization number. Organizations must be in Southern Ontario with preference given to organizations located in and/or serving areas in which members reside. (Currently those areas include: Hamilton, Burlington, Oakville, and Mississauga.) National organizations will not be considered.

A formal application is not required. Should you meet the above criteria, please send a cover letter that addresses:

1. The name of your organization and the charitable organization number.
2. The amount requested and for what purpose it is being requested, as well as the overall cost of the program.
3. Please be sure to also indicate the number of individuals that will be impacted; location it will serve; length of time the program has been in existence or if it is new (and if so, is it a one-time program or are there plans to continue it); when the grant will be utilized; and why it is important.
4. Requests must be sent via email to service@awco.ca on or by March 15, 2022.

5. Please note: as a small organization, AWCO generally does not fund any one program more than once in a 3-year period. Exceptions may be possible depending on the strength of the overall applicant pool and/or if your organization has an alternate program that needs support. Grants typically range from \$100 - \$2,500 or more depending on the proceeds of our own fundraising efforts in any given year.
6. Finally, should you be unsure if your project requires sponsorship (i.e., put our name on something at an event) versus a donation, please feel free to reach out with questions. AWCO does have a small PR budget for these types of appropriate requests as well.

The Grant-Decision Process: A small Ways & Means committee drawn from interested AWCO members will review all applications that meet the criteria. They will make recommendations that will be brought to the general membership and then to the Board for voting and final approval. Should your organization be selected to receive funds, you will be notified in late May and the funds will be awarded in June, 2022. Should you receive funding, the American Women's Club should be noted in your list of supporters and requires a tax receipt acknowledging the donation.

Please email any questions, grant application cover letters and/or service requests to: service@awco.ca. Our sincere thanks for your continuing interest in the American Women's Club of Southern Ontario and all you do for the community.