



To be Eligible for Funding, Requests Must:

- Be for a Canadian organization, using funds donated in Canada;
- Be for a registered charity with a Canada Revenue Agency Charitable Registration Number;
- Have a record of achievement or potential for success in line with our overall goals;
- Address a community need related to food assistance during the Christmas holiday period and provide direct impact to the community served;
- Include planned outcomes, supported by a measurement process; and
- Have audited financial statements for the charitable organization, sound financial practices, a sustainable funding model, and a program budget.

The Christmas Cheer Foundation Does Not Fund—*cont'd*:

- Endowments;
- Heritage organizations;
- Political organizations;
- Advocacy and lobbying activities;
- For profit organizations or other corporations' community outreach initiatives;
- Advertising or promotional initiatives;
- Events, dinners, advertising and/or marketing/rebranding ventures that are not 100% eligible for tax receipts;
- Multi-year requests; or
- Capital campaigns.

The Christmas Cheer Foundation Does Not Fund:

- Multiple contributions to the same organization during one calendar or corporate fiscal year;
- Initiatives outside the Eastern Ontario and Western Quebec region;
- Religious organizations, unless supporting broadly-based outreach community needs;
- Public, private or religious schools, including costs associated with student travel;
- Day cares, pre-kindergartens, pre-schools;
- Individuals or teams in fundraising initiatives or events (including sports teams);
- Third-party flow-through or umbrella organizations such as private or family foundations;
- Boards of Trade, Chamber of Commerce or service clubs;
- Business, industry or member based associations;
- Golf tournaments;
- Conferences;
- Registration fees;
- Matching contributions;

Application Documentation:

Before you meet with the Review Committee, please take note of the information you will need to provide:

- The full name, address, telephone number and email address of the key contact for your organization;
- The organization's charitable registration number with Canada Revenue Agency;
- A brief description of your organization, its history, mandate, goals and achievements;
- Funding request details with desired impact and specific benefits to end users;
- Program budget, if applicable;
- Board of Directors listing including each member's name if they are affiliated with the Christmas Cheer Foundation;
- Current audited financial statements available;
- Previous support from The Christmas Cheer Foundation; and
- A recognition plan for donors season

During our annual review period, proposals are reviewed by a committee approximately once every three weeks. It may take up to 30 days before a decision is made.