

**KITTYHAWK ANIMAL FOUNDATION
APPLICATION FOR A GRANT**

How to apply

Please submit an **INQUIRY** to determine if your funding request falls within the criteria of Kittyhawk's grant program. Include

- a brief description of your organization
- your federal charity registration number
- the amount and purpose for the funding
- your name, title and contact information

The **INQUIRY** may be mailed to **Kittyhawk Animal Foundation**
P.O. Box 46182
Silverberry P.O.
Edmonton, Alberta
T6T 0K8

Grant applications will be accepted at any time. They will be reviewed for approval during the second quarter of each year.

The grant application should include

- Cover page

Please list your organization's name, executive director, address, phone and e-mail, the project name, a very brief summary of the project and the amount of the grant request.

- Background of your organization

Outline the mission, history and current operating structure. Mention where in the province the organization is active.

- Identify your key personnel

Designate the person who would be your principal contact with Kittyhawk.

- Purpose of funding

Describe how this funding will help advance the mission of your organization. If you wish to fund a specific project, describe the goals and objectives of the project, with a timeline showing its expected development.

- Description of finances

Please attach a copy of the operating budget of your organization as well as the budget for the project, if this is a project-specific request. Grant recipients must have the financial support to sustain the program for which funding is sought following the period of the requested grant.

Submit grant requests to:

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