

PROGRAM GRANT APPLICATION

The Heart and Stroke Foundation is pleased to provide Ontario Living with Stroke host sites with the opportunity to apply for and receive funds to support the hosting of a Living with Stroke Session (6 to 8 weeks in length).

WHAT IS ELIGIBLE FOR FUNDING?

1. **Administration costs: up to a maximum of \$ 400 per session.**
 - Administration costs include:
 - space rental, photocopying, long distance charges
 - Refreshments: coffee, tea, cookies (no alcoholic beverages)
 - Other expenses that would facilitate hosting such as parking reimbursement
 - Receipts are not required.
2. **Facilitator honorariums: up to a maximum of \$150 per 6-8 week session for each facilitator (to a max of 2)**
 - For facilitators who receive over \$500 in honoraria in a fiscal year – you will be asked for your Social Insurance Number for the production of a T4 slip

The total request for funds per cannot exceed \$700 per single program session

HOW DO I APPLY?

1. **Please complete the attached grant application and program summary form and send by email to: ON_LWS@hsf.on.ca**
 - For FALL sessions, applications must be received no later than Feb 15, 2018
 - For WINTER/ SPRING sessions, applications must be received no later than July 31, 2018

FAXED APPLICATIONS WILL NOT BE PROCESSED

HSF Accounting/ Finance use only (8770-82-500-810-0-0000-000000)

OK to pay

Date:

Approved by:

PROGRAM SUMMARY

Where was the program hosted (program location and address)?
What were the dates that the program ran?
Total # of participants:
of Female: # of Male: # of stroke survivors: # of caregivers:
Please share any overall comments about the session. What worked well? What could be improved?

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WHO IS THE MAIN CONTACT FOR THIS GRANT? (REQUIRED)
Name:
Email:
Telephone :
Organization name and location :
Program Dates (start/ finish):
ADMINISTRATION GRANT (NOT TO EXCEED \$400)
Amount requested:
Admin cheque made payable to:
Mailing address for cheque:
Contact email:
HONORARIA #1 (\$150)
Cheque made payable to:
Mailing address:
Contact email:
HONORARIA #2 (\$150)
Cheque made payable to:
Mailing address:
Contact email:

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