

MANITOBA  
 LIQUOR & LOTTERIES  
**SMALL CAPITAL**  
 SPONSORSHIP PROGRAM

ORGANIZATION INFORMATION	
Organization Name:	
Project Name:	
Civic address of the project location:	
Legal owners of the project location and/or purchased equipment:	
Age of the organization:	
Articles of Incorporation submitted with application?	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>*If no, please explain:</i>
Audited financial statements submitted with application?	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>*If no, please explain:</i>
Has organization applied for funding through the Small Capital Sponsorship Program for this project or any other projects? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Total funds received from Manitoba Liquor & Lotteries, including Sponsorship and/or Charitable Programs, in the past 12 months from the date of application?	
Brief background/history of organization:	
Organization's mission and/or goals:	
Organization Structure/Board of Directors:	

**COMMUNITY PROJECT**

The Manitoba Liquor & Lotteries Small Capital Sponsorship Program is designed to provide support to charitable and non-profit organizations in Manitoba for small capital projects that focus on benefiting Manitoba communities. Please share an overview of the project and how the project will benefit the community at large:

Overview of the project:

How will the project benefit the community?

How will the project be maintained going forward?

## PROJECT BUDGET AND TIMELINE

Sponsorship funding under the Small Capital Sponsorship Program will generally not exceed 50% of the total project cost. Minimum funding under the program is \$2,500. Maximum funding under the program is \$30,000. The project must have a total cost of at least \$5,000 and not more than \$300,000 over the life of the project, and a useful life of five years. A small capital project is defined as follows:

- A new construction, expansion, renovation, or replacement project for an existing facility or facilities. Project costs can include the cost of land, engineering, architectural planning, and contract services needed to complete the project, ie: community club, skating rink, swimming pool, additions or upgrades to an existing facility.
- The purchase of major equipment (assets) ie: ice resurfacer, commercial freezer/stove/refrigerator.
- A major maintenance or rehabilitation project for existing facilities, ie: new roof for a building, flooring in a community centre, or repair of water damage to a facility.

Please check the category your community project best fits with:

- Project with a total cost of at least \$5,000 and not more than \$300,000.  
 Purchase of a major equipment (assets) costing at least \$5,000 and not more than \$300,000.  
 Major maintenance or rehabilitation project costing at least \$5,000 and not more than \$300,000.

Project start and completion dates:

Start Date: \_\_\_\_\_

End Date: \_\_\_\_\_

*NOTE: Projects that have started are considered retroactive and therefore ineligible. Retroactive requests are defined as projects that have started prior to having a Sponsorship Agreement in place.*

Total project cost:

*NOTE: Including installation, taxes and delivery – if applicable.*

Detailed project budget:

Yes  No *Please provide attachment.*

Project quotes available?

Yes  No

Balance of funding in place to complete project with or without requested sponsorship funding?

Yes  No *Please explain:*

Requested sponsorship funds from the Small Capital Sponsorship Program for the project (dollar value): \_\_\_\_\_

*NOTE: Minimum funding under the program is \$2,500. Maximum funding under the program is \$30,000. Sponsorship funding under the Small Capital Sponsorship Program will generally not exceed 50% of the total project cost. Sponsorship funding will be released once all terms of an agreement have been met and written confirmation (including copies of invoices, progress claims and proof of payment) that the costs of the project being funded by sources other than Manitoba Liquor & Lotteries' contribution have been incurred and paid in full.*

## OTHER FUNDING

Provide a complete list of all other funding sources for the project, including funds raised, donations, grants and all federal, provincial and municipal government sources:

*NOTE: Projects where 50% or more of total project funding that is from Provincial Government sources are ineligible.*

Will an unveiling or grand opening event be held?

Yes  No

## COMMENTS

## ONLINE SUBMISSION

Please complete application form and apply online during the intake period listed on the website:

<http://www.mbl.ca/content/small-capital-sponsorship>

Please ensure to include all necessary documentation with your submission, including;

- Application form
- Articles of Incorporation
- Audited financial statements and/or bank statements
- Project estimates/quotes
- Digital photo(s)

Incomplete applications may be disqualified.

Applicants will be notified of the status of their application. We will strive to assist as many of the eligible requests as possible, however we may be unable to support every application for sponsorship.

To learn more about the Small Capital Sponsorship Program, please visit [www.mbl.ca](http://www.mbl.ca).