UKRAINIAN CREDIT UNION LIMITED
УКРАЇНСЬКА КРЕДИТОВА СПІЛКА

UCU Donation Application Category 3: for Requests greater than $2,500

General Instructions

1. All requests must be submitted on an official UCU application form. It is preferable that the application is filled out and submitted electronically, however if you are not able to do so, please print out an application and fill it out by hand.
2. General correspondence that does not indicate a requested dollar amount will not be considered for donations or sponsorships
3. Ukrainian Credit Union Limited will not provide notice of rejection of a request unless requested to do so by the applicant.
4. In case of a rejection of your application, Ukrainian Credit Union Limited is not obligated to provide the reason for the rejection.
5. Please make sure that you fill out the application that best fits your organization's needs
6. Please ensure that you provide enough time for UCU to supply any required artwork such as logos for program booklets, signage, social media advertisement etc. It is not UCU's responsibility to meet your timelines, it is your responsibility to ensure that we are properly acknowledged for supporting your project.
7. If your organization is based in the Greater Hamilton Area including Hamilton-Wentworth, Grimsby and Burlington, your request will be directed to our Hamilton Advisory Committee and will be adjudicated by said committee.

Restrictions specific to Category 3 donation requests

Category 3: Requests greater than $2,500

If you represent a major charitable or non-profit organization and are organizing a major event such as a festival, or creating something of major benefit to the community (recent examples include the Holodomor Bus, the Holodomor Memorial, films such as "Music of Survival", anthologies of music by major Ukrainian composers, major anniversary celebrations, or fundraising events etc.) or if there is a need for funding for or to rejuvenate/renovate existing community assets, this is the application you should fill out.

1. For all requests in excess of $2,500.
2. You must include a detailed application form and a detailed budget of your projected expenses and revenues associated with the project (including additional sponsor request information) - please see the sample attached.
3. The application form should be submitted no less than three months (90) before the event.
4. Ukrainian Credit Union Limited will provide an answer within 10-15 days following the decision of the Board of Directors (meetings usually held the 4th Thursday of each month).
5. If application is not submitted within the 90 day requirement, it will either be downgraded to a Category 1 application and may be adjudicated according to the rules of Category 1 up to a maximum amount of $500, or at the sole discretion of Ukrainian Credit Union Limited, it may be deferred to Category 4 for consideration as a year-end donation.
6. Ukrainian Credit Union Limited will ONLY consider applications in this category that come from a recognized community group that is a registered charity or a non-profit organization.
7. The organization must be either:
   a. Ontario based and serve the local community in an area that is served by Ukrainian Credit Union Limited. This means that local community organizations of a general Canadian nature or of other ethnic groups that are served by Ukrainian Credit Union Limited may apply and be approved for a donation as long as they generally meet the other requirements of the application process.
   b. Canada-wide or global Ukrainian organizations may apply for Category 3 grants as long as they maintain an active account at Ukrainian Credit Union Limited.
   c. Ukrainian organizations based in Ukraine, Poland and other countries with significant Ukrainian populations may also apply even if they do not maintain an account at Ukrainian Credit Union Limited, however, they will be considered for an award of a donation ONLY if there is room in the ANNUAL budget after money has been disbursed to local and Canadian organizations.
   d. Major Canadian charitable organizations such as hospitals, foundations engaged in battling major diseases, food banks, etc. may also be considered for Category 3 donations without the membership requirements.
8. The organization should be a member in good standing at Ukrainian Credit Union Limited
9. Organizations that maintain their accounts at other financial institutions are strongly encouraged to submit their request to those Financial Institutions rather than to Ukrainian Credit Union Limited
10. Applications from individuals will generally not be accepted in this category, nor will applications generally, from for-profit organizations.

Part A: Applicant Information:

Name of organization (or individual) making the request ("The Applicant"). *"The Applicant" refers to the organization (or individual) named in this space, not the Contact Person or other individual.*		Amount Requested from UCU:
Is the Applicant a member at UCU: ☐ YES ☐ NO	If Applicant is a member please provide the name of the account (do not provide account number, just the name as it appears on your banking records).	Is the Applicant a non-for-profit or registered charitable organization? ☐ YES ☐ NO
Name of Contact Person:	Title of Contact Person:	Telephone of Contact Person:
E-mail of Contact Person:	Mailing Address of the organization:	
Organization's Website:	Please provide a brief description of the organization's mandate/objectives:	
Has the Applicant previously received funding from UCU? If so, when, how much & for what purpose?	Does your organization employ, or have as a board or committee member, a current UCU employee and/or board member? If yes, please list the names:	

Part B: Project/Event/Activity Information:

Name of Projhect/Event/Activity:	Event Date (or start of project):	Location of event:
Brief Description of Project/ Event/ Activity:		
Explain how your initiative supports UCU's vision to "transform the prosperity of our member-owned co-operative into support for the cultural, educational, religious, charitable and recreational activities of the Ukrainian community, and the broader community of which we are a part."		
Target audience: Please describe who the event/project/activity is targeted to. How many people are expected to attend (in case of an event) or benefit from this project?		
What are the planned outcomes of the project? What does this project hope to accomplish?		

How will you measure the success of the project?

How will this project/event be promoted?

How do you plan to recognize the contribution of Ukrainian Credit Union Limited?

Please check all of the following that apply:

☐ Will you place UCU's logo on all published material advertising the event whether in print or on line?

☐ Will you require that we produce an ad or other insert into a published program booklet? If so, please inform us well in advance so that we may provide the required material. It is not UCU's responsibility to produce last minute material, rather it is your responsibility to ensure we are properly acknowledged.

☐ Will you announce UCU's contribution at any public appearances associated with the project or event?

If this is a ticketed event are you providing tickets for UCU reps?

☐ YES ☐ NO How many? _____

Part C:

Have you included a budget? Without a budget, your application can only be approved for a maximum of $500 as a Category 1 project.

☐ YES ☐ NO

Affirmation and Authorization

I AFFIRM THAT, on behalf of the organization, the information in this application is accurate and complete; that the project proposal is fairly presented and understand that UCU reserves the right to publicize all projects and recipients which it helps fund. Recipients will acknowledge any funding received from UCU. Recipients will use UCU-approved branding in their communications material.

Signature of Contact Person:	Name and Title:	Date:

Signed applications and supporting material must be e-mailed to:

Donation Committee
donations@ukrainiancu.com