



Application Form

IDENTIFICATION AND ORGANIZATIONAL INFORMATION

Name of organization: _____

Mailing address: _____

Telephone: _____ Email: _____

Organization contact name: _____

Position: _____

Telephone: _____ Email: _____

Please tell us about your organization. What is its mandate/mission? When was it established? Describe the community it serves/represents (max 100 words).

PROJECT INFORMATION

Festival date(s) : _____ Festival venue : _____

Expected attendance: _____ Festival budget (see attached table): _____

Total amount requested from the Muller Scholastic Endowment Fund for Canadian Children's Literature (up to \$20,000): \$ _____

PROJECT INFORMATION contined ...

Outcomes:

Describe your vision for the Festival. What benefits will the Festival bring to your community and the children's literature community (max 400 words)?

Describe your organization's ability to deliver the Festival, include any partnership and volunteer opportunities. You are encouraged to seek other partnerships, sponsorships and volunteers to support this Festival (max 400 words).

How do you plan to promote the Festival (max 400 words)?

What is the population of your community and what percentage of the population will you reach through the promotion of this project. What is your anticipated audience number (max 100 words)?

PROJECT INFORMATION contined ...

Program Budget: Using the template below, provide your budget for the Festival.

Indicate expenses that the grant will cover, expenses that will be covered by your organization and expenses to be covered through sponsorship or in-kind support. Use extra lines as needed.

EXPENSES	Grant Funding	Organizational Support	Other Sources Funders/Partners	Total
Human Resources				
Staff wages (event staff, security, etc.)				
Honoraria/fees paid to authors/illustrators/performers/etc.				
Project Expenses				
Production costs (equipment rental, space rental, etc.)				
Materials costs (supplies, decorations, refreshments, etc.)				
Communications/Promotions				
Printed materials (flyers, banners, bookmarks, etc.)				
Community outreach/media				
Design Services				

SUBMIT APPLICATION BY EMAIL TO: lfernandes@torontopubliclibrary.ca

Please ensure that the email has the subject line: Grant Application for 2019 Book Bash Canadian Children's Literature Festival and that your application is attached as a pdf.

For more information contact:

Liza Fernandes, Director, Legacy Gifts

Toronto Public Library Foundation
789 Yonge Street
Toronto, ON M4W 2G8

Phone: 416-397-5924

E-mail: lfernandes@torontopubliclibrary.ca

The personal information on this form is collected for the proper administration of this grant and the administration of the festival by Toronto Public Library Foundation. Questions related to the collection of this personal information should be directed to the Toronto Public Library Foundation, 789 Yonge Street, Toronto, ON, M4W 2G8. Telephone: 416-397-5924.