



## TOWN OF SHELBURNE

203 Main Street East,  
Shelburne, ON L9V 3K7  
Phone: 519-925-2600  
Fax: 519-925-6134  
Email: shelburne@shelburne.ca  
Website: www.shelburne.ca

### **APPLICATION FOR FINANCIAL SUPPORT**

#### **GENERAL FUNDING**

(please print information)

Organization Name:

Shelburne Farmer's Market

Full Mailing Address:

310 Main Street E, Shelburne Ontario L9V 2Y9

Contact Person: \_\_\_\_\_ Email: \_\_\_\_\_

Phone: (day) \_\_\_\_\_ (evening) \_\_\_\_\_ (fax) \_\_\_\_\_

Alexandra G - 519-215-7710, shelburnefamilychiropractic@gmail.com  
Rosanna O'Brien - 416-540-3243, rcalinuovo@gmail.com

1 AMOUNT OF FINANCIAL ASSISTANCE BEING REQUESTED:

\$2,000

2 How will the funds be used?

COVID-19 Signage and Public Health Protocols

Marketing/Promotions

Insurance

Farmer's Market Ontario Membership Fees

Facility Rental: electricity and storage

- 3 Have funds been requested from other levels of government? Yes\_\_\_\_\_No<sup>x</sup>\_\_\_\_\_  
If yes, please indicate to which level of government and the current status of the request:  
\_\_\_\_\_  
n/a  
\_\_\_\_\_
- 4 Details of fund-raising activities planned for this year (use a separate sheet if necessary)  
We will be requesting \$2,000 from Shelburne BIA and approaching local  
\_\_\_\_\_  
developers for their support. Revenue is also aquired from vendor booths.  
\_\_\_\_\_  
\_\_\_\_\_  
We estimate we will recieve a total of \$2,640 from vendor booths.  
\_\_\_\_\_  
\_\_\_\_\_
- 5 Outline the mission, purpose and objectives of your organization:  
Our goal is to connect residents of Shelburne and surrounding areas with access to fresh,  
high-quality, local food. A Farmer's Market is a safe recreational opportunity that will  
support local agriculture and economic development.  
\_\_\_\_\_
- 6 How does the Town of Shelburne community benefit from your activities?  
A Farmer's Market is a staple in all communities no matter the size. Hosting a Farmer's  
Market will reenergize the community and bring traffic to local downtown businesses like  
the store Limetless. We also hope to partner with restrurants who have been hit hard  
by the pandemic to facilitate takeout/hot food pickups or pop-ups at the market.
- 7 Who takes part in your activities or makes use of your services (including ages if applicable)?  
Residents of Shelburne and surrounding areas will primarily use this service.  
The market is inclusive and accessible to all ages and abilities.  
\_\_\_\_\_
- 8 Percentage of membership/registrants who are Town of Shelburne residents:

Current Year: n/aPrevious Year: n/a

- 9 What amount of your annual expenses are used to support the administration of your organization? (e.g. salaries, benefits, office supplies, telephone, office and/or storage, rent, utilities, accounting) \$ n/a % n/a

We do not have any paid staff. The market is facilitated by volunteers.

- 10 Please provide a listing of your membership fees, fees for service and/or participation fees.

We intend to host 6 market dates June-September.

Vendor Fees:

Double Booths \$40.00 x 3 \$720.00

Booth w/Power \$30.00 x 2 \$360.00

Single Booth \$20.00 x 13 \$1,560.00

- 11 Has your organization previously received grants from the Town of Shelburne:

Yes X No         

If yes, please list the grant amounts received from the last 3 successful requests:

Year 2018 Amount \$400

Year 2019 Amount \$1,000

Year          Amount         

- 12 Do you donate funds to any other group? Yes x No

If yes, to whom and for what purpose:

In 2017, the Farmers Market donated \$250 to Trinity United Church to help fund a stair renovation project. We are looking forward to supporting local initiatives such as Splash Pad fundraising.

- 13 Is your organization registered as a charitable or non-profit organization?

Circle as applicable: Charitable Non-Profit

Registration number: n/a

(This section must be completed)

14 How long has your organization been in operation? Approx 8 years

15 Annual Meeting Date: n/a

16 If you are reapplying for this grant, please outline how the grant money you received last year was spent.

The market was placed on hold for 2020, therefore we did not receive a  
grant.

17 Officers for current year:

President: Name: Alexandra G and Rosanna O

Address: \_\_\_\_\_

Phone: (Res) 519-215-7710 (Bus) 416-540-3243

Secretary: Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: (Res) \_\_\_\_\_ (Bus) \_\_\_\_\_

Treasurer: Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: (Res) \_\_\_\_\_ (Bus) \_\_\_\_\_

Date: April 22, 2021

Signature: R. O'Brien A . G

Please attach the following with your application:

- A financial statement for the year immediately preceding the year in which the request is made;
- A proposed budget for the year for which the grant is requested; and
- A summary of accomplishments to date, leading up to this event (by team or individual as applicable).

If there are any other comments that you would like to include that may assist Council when considering this application, please provide details here (or feel free to attach a separate sheet, if necessary):

We will ensure the Farmer's Market will follow all COVID protocols and create a  
safe recreational opportunity for residents. Operating the Farmer's Market in a safe  
manner will be much appreciated by residents especially due to the lack of recreational  
opportunities available as a result of the pandemic.

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FOR OFFICE USE ONLY		
APPLICATION RECEIVED:	APPROVED:	AMOUNT:
COMMITTEE MTG. DATE:	DENIED:	COMMENTS:

## FINANCIAL STATEMENT

Outline your organization's sources of operating revenue:

<b>Revenue Sources (be specific)</b>	<b>Amount Received (previous financial yr.)</b>	<b>Current Budget (projected)</b>
Membership fees  Vendor Booths		\$2,640.00
Program fees / fees for service		
Other government funding		
Other grants  Shelburne BIA Request		\$2,000
Fundraising		
Sponsorship  Local developers		TBD
Donations		
Gifts In Kind Town of Shelburne		2 garbage bins, 4 recycling bins 2 green bins and town staff to set up and take down bollards and collect bins after each market
Other (please specify) Residents		Volunteers to manage/facilitate market dates
<i>Total Revenues:</i>		\$4,640

**PROPOSED BUDGET**

<b>Expected Costs Description</b>	<b>\$ Amount</b>	<b>Expected Funding Sources</b>	<b>\$ Amount</b>	<b>✓ confirmed</b>	<b>✓ requested</b>
Bank Fees	\$366.48				
Annual Website Renewal	\$67.80				
Rent at Trinity Church	\$1,000.00				
Farmers Market Ontario Fee + Insurance	\$920.75				
Custom Business Size Magnets	\$858.00				
Gift Give Aways	\$400.00				
Facebook/Instagram Ads	\$500.00				
PPE/COVID signage					
<b>Sub-Total:</b>	\$2,000.00	<b>Sub-Total:</b>	\$6,113.03		

**Funding Request:** \$ 2,000

In-Kind Contributions (donation of space, materials, etc.)

<b>Contribution</b>	<b>Estimated \$ Value</b>	<b>Donor</b>	<b>✓ confirmed</b>	<b>✓ requested</b>
2 garbage bins, 4 recycling bins		Town of Shelburne		
2 green bins and town staff to set up and take down bollards and collect bins after each market				
<b>Total:</b>				

Volunteer Support (associated with the proposal)

#of volunteers involved: 2-4 Total hours of volunteer time contributed: 100+ hours