

SASKATCHEWAN ORCHESTRAL ASSOCIATION OPERATING GRANT APPLICATION FORM

Important: Read the requirements in the Application Guidelines before completing this form. ALSO: Save your information in a Word file to prevent possible loss of data when saving the PDF file.

1. Applicant Contact Information:

Name:		
Address:	City:	Postal Code:
Phone:	E-mail:	

2. Organizational Information:

Note: Organizations must be incorporated and currently in good standing with the Saskatchewan Corporate Registry in order to receive funding from the SOA		
Corporation Number		
Fiscal Year of Organization <small>(mm/dd/yyyy)</small>	From:	To:
Staff <small>(employee and /or contract)</small>	# of Full time:	# of Part-time:
Organization Web Page Address:		

3. SOA Membership Information:

<p>SOA Membership Definitions</p> <p><u>SOA Group Members:</u> Organizations paying a single group membership fee of \$25 per annum in order to hold one SOA Membership on behalf of their organization. These members are eligible for operating funding to a maximum of \$500/yr.</p> <p><u>SOA Member Organizations:</u> Organizations in which all participants hold an SOA Membership. These organizations are eligible for operating funding greater than \$500 calculated based on the number of participants playing in the group.</p>	
<p>SOA Member Organization Fee Calculation</p> <p>(a) Total for Individual \$25 SOA Memberships: (# of \$25 Individual SOA Memberships multiplied by \$25)</p>	<p># _____ members @ \$25 =</p> <hr/> <p>\$</p>
<p>(b) Total for Individual \$5 SOA Memberships: (# of \$5 Individual SOA Memberships multiplied by \$5)</p> <p>Note:</p> <ul style="list-style-type: none"> • Individual SOA Memberships are \$25. • If someone in your household holds a \$25 Individual SOA Membership, additional Individual SOA Memberships can be purchased for \$5. • The \$5 Individual SOA Membership applies to individuals resident within one household [for example multiple children, spouses and/or parent and child.] • Members participating / playing in an SOA Member Organization MUST hold an SOA membership. • Parents do NOT need to hold an SOA Membership in order for their children to participate in an organization, but are welcome also to become SOA members. 	<p># _____ members @ \$5 =</p> <hr/> <p>\$</p>

Please estimate the number of your members in the following age categories:

This demographic information is required by SaskCulture.

(0-4)	(5-14)	(15-18)	(19-29)	(30-54)	(55+)	Total (all)
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4. Program Overview: (ATTACH SEPARATELY)

Brief description of your organization: (500 character maximum)

Programs your organization will offer in the coming year:

- *Concerts
- *Special Trips
- *Workshops
- *Fundraisers
- *Other

How does your organization promote itself? Include information on the following:

- *Website
- *Newsletter
- *Workshops
- *Schools
- *Social Media
- *Other

5. Growth Plan (5 year):

Describe your plans to reach out to and serve SaskCulture’s target populations over the next 5 years. This information is required by our funders. It is important to signal what actions are under consideration that demonstrate awareness of these target populations and how they might be engaged or connected with the activities of your organization. See *Notes for Completion of this Form* at the end of this form for more information.)

First Nations and Metis:	
Rural:	
Northern:	
Newcomers:	

Describe plans your organization has or is considering regarding accessibility to its programs and services:

6. Recognition of Funders:

The Saskatchewan Orchestral Association requires that the following funders' logos be displayed on all concert programs, newsletters, publications and any other promotional materials. These logos can be found on the respective organizations' websites:

- [SaskCulture / Saskatchewan Lotteries Trust](#)
- [Saskatchewan Orchestral Association](#)

Retain promotional materials throughout the year and submit them with your final report.



- Funder recognition is required for the final grant payment to be released.
- Ensure that the updated SOA logo is used on all promotional materials.

7. Declaration:

We, the undersigned, certify that the statements and information contained in this application are accurate and complete. By means of this declaration, the organization agrees to:

- Acknowledge the financial assistance of the Saskatchewan Lotteries Trust Fund for Sport, Culture and Recreation, SaskCulture, and the SOA whenever possible and appropriate.
- Provide the SOA with all necessary information and a final report as required.

Signature of Chair / Officer of Organization	Name (print clearly)	Position	Date (mm/dd/yyyy)
Signature of Director or Administrator	Name (print clearly)	Position	Date (mm/dd/yyyy)

The Saskatchewan Orchestral Association gratefully acknowledges the generous support of:		
SaskCulture		Saskatchewan Lotteries Trust Fund for Sport, Culture and Recreation
		

Notes for Completion of this Form

Section 1: Applicant Contact Information

The individual named in this section should be a reliable representative of the applying organization who can easily respond to any correspondence necessary to complete the processing of this application.

Section 2: Organization Information

See the Program Guidelines or contact the SOA Managing Consultant for questions regarding eligibility. If the applicant is not incorporated and currently in good standing with the Saskatchewan Corporate Registry, it is not eligible for Operating Grant funding.

Section 3: Membership Information

If you are uncertain about SOA Membership requirements, please contact the SOA Managing Consultant before completing this section.

Section 4: Program Overview

When completing the attachment for this section, please be brief with particular attention to new directions for your organization.

Section 5: Growth Plan (5 year)

This information is required by SOA's funders. Leaving an item blank or indicating "No Action at this time" will not negate your application. However, demonstration by the orchestral community as a whole of the importance of reaching out to the target populations identified by SaskCulture will in turn benefit the work undertaken by the SOA.

Information about SaskCulture's [Multicultural Inclusiveness Strategy](#) can be found [here](#). Please note that your responses in this section are intended to accumulate best practices and initiatives that have worked or which are planned to improve accessibility.

Confidentiality of Information

By becoming a member and providing your contact information, including your email address, you are consenting to Saskatchewan Orchestral Association sending you electronic communications which may include updates and newsletters as well as related communications about Saskatchewan Orchestral Association meetings and events. You may withdraw your consent at any time by contacting the SOA at info@saskorchestras.com and specifying "unsubscribe" in the subject line.

The Saskatchewan Orchestral Association collects and uses the personal information provided to correspond with you about grants and membership and to send you information about the orchestral community events and affairs. It does not share personal information outside of the Association.

If you have any questions in preparing your application please contact:

Peter Sametz, Managing Consultant
Ph: 306-529-7366

E-mail: info@saskorchestras.com

Grant submission may be e-mailed [preferable] to:
info@saskorchestras.com

or sent by mail to:

Saskatchewan Orchestral Association, Inc.
4647 Pasqua Street
Regina, SK
S4S 6B9