

Application form for Co-sponsorships, Donations, and Requests from OPIRG-Guelph

Purpose and Process:

Social justice and environmental initiatives that support the achievement of the goals of OPIRG – Guelph will be considered for funding through the CDR process.

Each person(s) applying for CDR funds must complete the CDR Funding Request Form. When appropriate, the applicant should review the CDR Request form with an OPIRG-Guelph staff person. Funding requests for \$250.00 or less can be approved by either the CDR Committee or 2 full time, permanent, OPIRG – Guelph staff members.

Funding requests for larger amounts (greater than \$250.00) will be reviewed and supported by the CDR Committee and then forwarded to the Board of Directors of OPIRG – Guelph for final approval.

If granted funding, please send a brief statement about the impact of the monetary support for your event or organization to OPIRG-Guelph.

To be completed by OPIRG-Guelph:

Signature of supporting staff person indicating that they have reviewed and approved the application for funds: _____

Signature of CDR Committee member: _____

Initial of Office Coordinator: _____

Signature Signing Officer of the Board (for requests over \$250.00 only): _____

Date of Approval by CDR Committee and/or Board: _____

Amount of Funding Approved: _____

OPIRG-Guelph Focus area: _____

Office Use Only Ch# _____ Acct# _____ Date: _____

To assist you in submitting a CDR form, OPIRG-Guelph encourages you to check each box below as you complete the process.

We have obtained and filled out the CDR Form.

Where appropriate, we have reviewed our request for funds with an OPIRG-Guelph staff member and/or a volunteer from the OPIRG-Guelph CDR Committee.

We have signed and dated our request form and submitted it to an OPIRG-Guelph staff member or CDR Committee member for approval.

We have made ourselves a copy of the request form.

OPIRG-Guelph CDR Form

Your name: _____ Association Name: _____

1. Briefly describe the nature of your request.
2. Briefly indicate the amount of funding sought, and the intended use of the financial support provided by OPIRG-Guelph.

Feel free to attach any supporting documents, if applicable.

3. The total of your CDR funding request is: _____

Date submitted: _____ Date funds are required: _____

Your email address/phone number: _____

Name of the OPIRG member who assisted you (if applicable): _____

Please clearly indicate:

Who the cheque is to be issued to: _____

If you plan to pick it up OR if would like it mailed to you: _____

If you want it mailed, the address: _____
