



Letter of Intent

100+ Women Ottawa Valley

*Note: This form **must** be completed **no later than Friday, January 31, 2025, at 5:00 pm** and accepted by the 100+Women OV before submitting a formal grant application. Ensure your project complies with the Grant Guidelines.*

Name of Organization	
Charitable Business Number	
Organization's mission or purpose (50-word max)	
Issue or community priority the project will address with an emphasis on benefitting women and children (50-word max)	
A concise description of the activities to be undertaken (100-word max)	



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Startup and completion dates	
Budget expenditure and revenues for the project	
Amount of money requested with details indicating where it will be spent	



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Grant Guidelines

The 100+ Women Ottawa Valley (100+ Women OV) of the Ottawa Valley Community Foundation (OVCF) will accept Grant Applications from organizations that meet our funding guidelines.

Eligibility and Grant Criteria:

- Grants are made only to organizations recognized by the Canada Revenue Agency as registered charities.
- Applicants must demonstrate fiscal responsibility and effective management.
- Organizations must be based in the Pembroke, Petawawa, and surrounding area and projects must **benefit the women and children** of Pembroke, Petawawa and surrounding area.
- The applicants must demonstrate a commitment to the project through meaningful contributions of their own human and/or financial resources.

Funding Restrictions:

The OVCF and 100+ Women Ottawa Valley will not support grants for the following:

- Ongoing core operations (e.g. permanent staff salaries)
- Fundraising events or campaigns
- Partisan political or religious activities
- Individuals
- Event Sponsorships
- Deficit reduction
- Equipment purchases for administrative purposes.