



## APPLICATION FOR FUNDING ASSISTANCE

**Project Title:** \_\_\_\_\_  
\_\_\_\_\_

**Applicant Name:** \_\_\_\_\_

**Applicant Type:** Individual  Corp./Co./Association  University/School   
Government  Other: \_\_\_\_\_

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

**Telephone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Email:** \_\_\_\_\_

### Names & Addresses of Other Persons/Groups

#### Associated with the Project:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Certification and Authorization:

I/We submit this application to request financial assistance from the WestGen Endowment Fund in the amount of

<p>\$ _____ .</p> <p><b>Contributed over the course of _____ year(s)*</b> <b>*If multiple year requirement, please outline in budget the amount requested per year.</b></p>
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## ADDITIONAL INFORMATION

With this completed Application, include information to fulfill the application requirements as listed below. Note that your combined answers to this section of the application should not exceed 1000 words. Please attach as a separate document.

- 1. Title and Description of Project**  
This should include objectives of the project and results to be achieved (i.e. Who will benefit, and how), as well as some background to explain why the project is important to the livestock industry, and which Endowment Fund Priorities will be addressed by it (see *Applicant Information Package*, Section 2).
- 2. Work Plan**  
The work plan should describe the methods to be used and activities to be undertaken. Include a timetable for each of the activities, showing when the project would start and finish.
- 3. Communication Plan**  
Describe how you intend to communicate your project results to the livestock industry, and when you intend to submit Project Updates to the WestGen Endowment Fund Committee. Explain how you will publicly acknowledge the funding you receive from the WestGen Endowment Fund (see *Applicant Information Package*, Section 5).
- 4. Budget**  
Detail the total cost of the proposed work, and the required cash flow over the life of the project (by quarter or by year). Estimated income and expenses for the project should also be included, as well as the funds required from the WestGen Endowment Fund. The applicant must disclose if funding is being requested, or has been received, from other sources.
- 5. Evaluation**  
Describe how you propose to evaluate the results of this project.

## TERMS and CONDITIONS

By submitting this application, I/we acknowledge and agree:

1. To provide all reports and information requested by the Endowment Fund Committee, including a Final Report upon completion of the project (see *Applicant Information Package*, Section 6.2).
2. To submit a verified financial statement with the Final Report.
3. That not all project costs are eligible for funding, and to adhere to the Approved Funding guidelines outlined in Section 4 of the *Applicant Information Package*.
4. That information in this application may be subject to the provisions of the Freedom of Information and Protection of Privacy Act. I/we understand that information provided will be used to evaluate the application for funding and, on an aggregate basis, will be used for statistical and program evaluation purposes.
5. The Endowment Fund Committee reserves the right to limit funding.
6. Some applications, although meritorious, may not receive funding.

Applications will be reviewed semi-annually, in the month following the deadline dates of March 31<sup>st</sup> and September 30<sup>th</sup>. Applications may be submitted by email, fax, or post.

### EARLY APPROVAL APPLICATIONS:

Projects that are time-sensitive and requesting less than \$5,000 may be approved via conference call.

**Name and Title of Applicant**

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**Date:**

\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
DD / MM / YYYY