



# Equity Grants Application



*For more information:*

Buni Samuels - Commissioner of Social Issues (sic@ams.queensu.ca)

**Please complete the information sheet attached, answer the specified questions,  
and attach a copy of your constitution**

## **Eligibility for Application Approval**

### *Required*

- The group must have a stated commitment to anti-oppression and anti-discrimination (including, but not limited to, anti-racism, LGBTQ rights, indigenous solidarity, financial literacy, accessibility and women's empowerment) in its constitution, charter, or guiding document;
- Queen's students must play major roles in the organization and operation of the activity.
- Applicant and/or group must show satisfactory evidence of external/public credibility and have an adequate organizational structure. This will include evidence of financial plans and controls.
- Applicant organizations must be non-profit and they must not already receive operational funding from the AMS for the event/activity under consideration.
- Applicants must ensure that funding is applied to the approved project or be returned to the AMS Equity Grants Fund.
- Applicants must demonstrate financial need.
- Applicants must provide evidence of efforts to obtain assistance from other sources.
- Applicants must be prepared to provide public recognition of the assistance provided by the AMS if requested to do so.
- Applicants must agree to be bound by the Queen's Code of Conduct.

### *Preferred Selection*

- Although activities targeted outside of the University community will be considered, activities which show the greatest benefit to students will be favoured.
- The intent of the AMS is to provide seed-funding without any ongoing commitment (presumed or otherwise) to applicants. Projects which have received funding in the recent past which are not experiencing any significant changes will not be favoured.
- Evidence of confirmed partial funding will be viewed more favourably as would those which are part of matching grant proposal.

**Applications are due by 4pm on Monday, March 9th, 2020**  
**Please e-mail your completed application to [sic@ams.queensu.ca](mailto:sic@ams.queensu.ca)**

GROUP INFORMATION			
Name of Applicant Group			
Number of Members			
Name of Contact Person		Telephone #	
Contact's Position in Group		Email	

APPLICATION QUESTIONS
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**Please answer the following questions in full and attach to the application package.**

**SEND EVERYTHING AS ONE FILE (including relevant budgets, timelines, etc.).**

1. Describe your organization and its structure. Tell us what role Queen's students play within the organization and demonstrate its affiliation with Queen's University.
  
2. Tell us what you are requesting funds for (**bold in your application**). How does your project/organization contribute to the creation of safe spaces on campus and demonstrate commitment to anti-oppression? What is the purpose of the proposed activity? Who is your target audience?
  
3. How much money are you requesting? Attach a detailed budget and a timeline setting out estimated total revenues and expenditures for your proposal with your application. Include other sources of funding and the status of those funding sources.
  
4. Has your organization received funding from the AMS Equity Grants Fund or the Clubs Grants Fund previously this year? Is so, please indicate when and how much.
  
5. Do you agree to produce a detailed report within six months of receipt of funding? If not, please specify on what time line you could report. If for any reason the funding is not used for the approved purpose do you agree to return the money to the AMS Equity Grants Fund?

FOR EQUITY GRANTS COMMITTEE USE ONLY			
Application Accepted?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Date