



## **Employee Mini Grant Program**

The Hudson Bay Way Foundation has created a Mini Grant Program specifically for organizations that the children of Hudson Bay Insulation Company employees participate in. Promoting education and wellness opportunities for children is a primary function of The Hudson Bay Way Foundation (THBWF), therefore by supporting the school, sports team and extracurricular activities of our employees' children we hope to encourage participation.

Annually the Foundation will offer a total of 10 Mini Grants, each in the amount of \$0 to \$250. Applications will be accepted throughout the year to encompass activities as they change seasons. Information will be distributed to employees through the Company newsletter, on the website and through flyers to ensure that all employees receive the opportunity to participate. Applications will be accepted on a first come, first served basis. Awards will be made at the discretion of the Board.



## The Hudson Bay Way Foundation Employee Mini Grant Application

The Hudson Bay Foundation encourages and supports the children of Hudson Bay Insulation employees for participation in school, sports team and extracurricular activities. To help promote educational and wellness opportunities, the Foundation is proud to offer to these organizations on an annual basis, Mini Grants of up to \$250 each for this purpose. To apply for a Foundation grant, please complete the form below and submit it, along with background information as noted, to [admingroup@thbwf.com](mailto:admingroup@thbwf.com). Awards will be made at the discretion of The Hudson Bay Way Foundation Board (based primarily on the quantity of applications received, and other criteria that may include order of receipt, prior giving involved, and nature of request); the Foundation is unable to fund individuals or private lessons.

### The Hudson Bay Way Foundation Mini Grant Application

Employee Name: \_\_\_\_\_

Email: \_\_\_\_\_ Contact #: \_\_\_\_\_

Child's Name: \_\_\_\_\_ (optional)

#### Mini Grant Purpose:

- School Fundraiser (please provide name of school)  
\_\_\_\_\_
- Sports Team Fundraiser (please provide sport and name of team)  
\_\_\_\_\_
- Extracurricular Activity (please describe)  
\_\_\_\_\_

Date Needed By: \_\_\_\_\_

Has this program been funded by THBWF previously?       Y     N

Organization's 501 (c)(3) # \_\_\_\_\_ (please attach documentation if applicable)

Please have your child briefly explain why funding from THBWF is important to them:

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

Attach additional information about the fundraiser/program to assist the Board.

**Keep a copy of this application for your records.**

For THBWF Use Only

Date Received: \_\_\_\_\_

Approved: \_\_\_\_\_

Notification Sent: \_\_\_\_\_