



*the alliance for healthy food & farming*

## **2012-2013 Sustain Ontario Regional Meetings**

Sustain Ontario has staff resources and a small amount of funding to help bring together food and farming folks in different regions of the province over the next two years. We invite organizations that are interested in creating stronger connections and building capacity in their area to submit a small application to Sustain Ontario telling us why you would like to work with us and how we can help.

### **1. Tell us About the Event:**

Please write a short description (50 words max) of the event including how many participants you hope to participate, from which communities, and how long the event will be.

### **2. Why do you want to hold this event? (300 words max)**

Please give us an idea of why you would like to hold this event and why you would like the support of Sustain Ontario in particular. Let us know what specific goals you would like to achieve and how we can help you in reaching them. Some areas you might focus on are a) Building Regional Capacity, b) Policy/Advocacy Issues and/or c) Strategic Planning.



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### 3. Who is helping to organize this?

Please name at least three individuals that will be part of your organizing committee. We encourage collaboration and partnerships across regions and themes.

**a) Name:**

Organization:

Email:

Phone Number:

**b) Name:**

Organization:

Email:

Phone Number:

**c) Name:**

Organization:

Email:

Phone Number:

### 4. Locations

Tell us about possible locations where you could hold the event:

Location Options	Where is it?	Estimated Rental Fee	Estimated Capacity	Other Details



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Other Details can include any of your current knowledge related to the following questions:

- How will participants get there?
- Will participants require lodging? Where will they stay?
- Will participants require travel bursaries?
- What is the parking capacity of the location?
- Is it wheelchair accessible?

**Comments:**

### **5. Food and Catering**

Do you plan on serving food? If so, please tell us any ideas you have of who will provide the food and how.

### **6. When would you like to hold your event?**

Please give a couple of possible dates.



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## 7. What would you like Sustain Ontario to assist with?

- Funding (up to \$2000)
- Help with Sponsorship
- Webinar Support
- Documentation
- Outreach and Promotions
- Design and Printing
- Program Planning
- Keynote Speakers
- Organizing Food and/or Catering
- Volunteer Management
- Evaluation
- General Staff Support
- Set-Up/Take-Down
- Facilitation

Other/Comments:

## 8. Why do you want to hold this event?

Please give us an idea of why you would like to hold this event and why you would like the support of Sustain Ontario in particular. Let us know what specific goals you would like to achieve and how we can help you in doing so. Some areas you might focus on are a) Building Regional Capacity, b) Policy/Advocacy Issues and/or c) Strategic Planning





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### 23. Volunteers

Give us a rough idea of how many volunteers you anticipate assisting with this event.

Type of Volunteer	No. of Volunteers	No. of Hours of Contribution	Organizational Affiliation	Possible Tasks
Assistance prior to event				
Assistance during event				

Are you hoping to offer a discounted rate for volunteers? If so, how much of a discount?

### 24. Comments

Please take this opportunity to tell us about any other reasons you wish to have Sustain Ontario's support for your regional event.