



**AT  
THE HEART**  
OF YOUR  
COMMUNITY

**PROGRAM AND RULES**

2024 Edition

An initiative of

**PROMUTUEL**  
INSURANCE

# ***AT THE HEART OF YOUR COMMUNITY PROGRAM***

## **BACKGROUND**

Aware of the important role it plays in the community as a responsible corporate citizen, Promutuel Insurance Horizon Ouest has created a donation program. Through the *At the Heart of Your Community* program, it will promote unifying projects that improve the well-being of the community.

## **TARGET AUDIENCE**

With its *At the Heart of Your Community* program, Promutuel Insurance Horizon Ouest calls on the people of Vaudreuil-Soulanges to play a part in bringing promising community projects to life.

Residents are invited to submit a project by a non-profit organization or cooperative, which could be awarded funding.

## **SELECTION CRITERIAS**

- The projects must aim to improve the well-being of the community or a group of people with specific needs.
- The project must be in line with Promutuel Insurance's values.
- The project must be in one of the four main categories prioritized by Promutuel Insurance Horizon Ouest:
  - Social/community
  - Humanitarian/health
  - Education/youth/next generation
  - Arts/culture/recreation
- The community organization, mutual aid association, charitable foundation, or organization must be established or operate in the Vaudreuil-Soulanges area.
- The projects must be carried out in the Vaudreuil-Soulanges area.
- The realization of the project must be certain and confirmed before December 31 of the current year.

## EXCLUSIONS

Despite the importance of all projects that will be submitted, applications for the following will not be accepted:

- Any project that is for the benefit of a single individual or that reaches a very small part of the population.
- Any project whose purpose is to finance a trip, whether it is a personal, humanitarian, or group trip.
- Any project that does not align with the image and values of Promutuel Insurance Horizon Ouest.
- Any business project, including social clubs.
- Any private foundation project.
- Any municipal project.
- Any project to which Promutuel Insurance Horizon Ouest has already contributed during the year.
- Any project involving a political party, a candidate belonging to a political party, or a lobby group.
- Any project that has a connection to a religious organization, regardless of the religion.
- Any project that supports an artistic work (musical, literary, or other).
- Any project received beyond the deadline.

## PROJECT SUBMISSION

Projects can be submitted from April 15 to May 15, 2024, at 11:59 a.m.

Visit the Promutuel Insurance Horizon Ouest website and fill out the [form](#) to submit a project.

Submitted projects will be evaluated in accordance with the program rules.

## **ADDITIONAL INFORMATION**

Projects that meet the selection criterias for this program will be reviewed by a committee created, especially for this purpose at Promutuel Insurance Horizon Ouest, composed of:

- The General Manager
- Two members of the management team
- Two employees
- Two members of the Board of Directors

Any project that raises questions must be analyzed by the members of the program's Selection Committee. Additional documents may be requested.

The number of projects selected will be proportional to the amount Promutuel Insurance Horizon Ouest's Board of Directors allocated for this program during the current year. Only one project per organization may be selected.

## **DONATIONS**

Donations will be made between June 1 and December 31, 2024.

Note that Promutuel Insurance Horizon Ouest reserves the right to pay 50% of the donation at the start of a project and the other 50% to be paid once a project is completed.

The amount awarded as a donation will be the one and only contribution paid by the Mutual Insurance Association, even if project costs increase.

The organization receiving the donation undertakes to use it solely to carry out its community project and not to allocate it to the organization's working capital.

The organization receiving the donation releases the Mutual Insurance Association and all entities affiliated as well as their officers, directors, employees, agents, and representatives, from all liability.

In the event that the amount of the annual grant is not allocated in its entirety, the Mutual Insurance Association reserves the right to issue a second call for applications, allocate the balance of the funds in accordance with its donations and sponsorship policy, or retain it for inclusion in the program budget for the subsequent year.