

Section 1: Consent

The purpose of the Funding Review is to consider the funding requirements of the agency, as it pertains to United Way Leeds & Grenville's financial support. Agencies are expected to provide both financial and statistical information pertaining to their operations within the United Counties of Leeds & Grenville. In keeping with our commitment to Community Impact, we ask that when you complete this application consider the short-term and long-term effects for your project. Consider the risk of this project not being available in our community and what could strengthen your project and our community. The information collected by United Way Leeds & Grenville (UWLG) in this Application will be used for the purposes of:

- (a) evaluating your application to the UWLG 2026 Community Investment Fund (the Program);
- (b) assessing and supporting your general expression of need for funding;
- (c) providing and continually improving such services;
- (d) communications, research, and advocacy activities; and
- (e) communicating with you.

The information you provide may also be disclosed in full or part to community agencies and other third parties as required to validate, confirm, approve and administer your application and funding; for statistical, evaluation, monitoring, and research purposes; coordination to avoid duplication; promote and/or advertise the Program; or as otherwise required by law, or regulation.

While United Way Leeds & Grenville does not collect any personal information as part of this Program, if you do inadvertently disclose personal information in your Application, it will be handled in accordance with United Way Leeds & Grenville's privacy policy.

United Way Leeds & Grenville uses a digital platform to administer the Program. Please note that information transmitted online is never entirely secure and is subject to the security policy of the respective digital platform.

Lastly, the name of your organization, the funding received, and the nature of the activities being funded may be posted on United Way Leeds & Grenville website, discussed on local radio and television shows and on social media properties. Accordingly, such information will be publicly available.

IMPORTANT INFORMATION, please read the text below and acknowledge. Have you read and understand the text below?:

Yes

Please indicate your acceptance of these terms by clicking "I agree" and signing below::

I agree

Signature:

Test

Print your name:

test

Section 2: Agency Information

1. Name, position and contact information of the person completing this application.:

test

2. Please confirm that your board members are aware you are submitting this application.:

Yes

3. Senior Agency Administrator Contact.:

First & Last name: test, Email: test, Title: test, Phone #: test

4. Board Chair Contact.:

First & Last name: test, Email: test

5. Legal Name of Organization.:

test

6. Common Name of Organization.:

test

7. Charitable Number (CRA).:

test

8. Address of Organization.:

test

9. City/Municipality you serve that will benefit from the programming related to this application (Select all that Apply).:

Athens, North Grenville, Augusta Township, Merrickville/Wolford, City of Brockville, Rideau Lakes, Edwardburg/Cardinal, Gananoque, Elizabethtown/Kitley, Prescott, Front of Yonge, Westport, Leeds & 1000 Islands, All of the above

10. Website and social media (Facebook, Instagram, or X) if none, write "None".:

test

11. Mission, Vision and Values of Organization.:

test

12. Does your program/service have a formal strategic or operational plan? If you do not have a formal strategic or operational plan, do you propose to develop one? If so, when do you expect to complete it?:

Yes

13. Please attach current strategic plan. :

[Download Attachment](#)

14. Sub-sector: Select one of the options from the International Classification of Non-profits that best describes your organization's sub-sector.:

Arts and culture

15. What primary population is served by your organization?:

None of the above

16. What secondary population is served by your organization?:

None of the above

17. What other population is served by your organization? (check all that apply):

None of the above

18. Is your agency accredited? If so, by whom.:

test

19. Is your organization in good standing with the Canada Revenue Agency, your provincial registry, or the applicable regulatory body? If no is selected, please explain why.:

Yes

20. Does your organization have practices and procedures in place for internal controls and accountability?:

Yes

21. Does your organization have a bank account in the name of the organization and a financial management system to track the income and expense transactions of the organization effectively?:

Yes

22. Date of Operation. On what date did your organization first begin operating?:

2026/01/01

23. Outline your Diversity, Equity and Inclusion policy for your organization.:

test

24. A. If available, please upload your Diversity, Equity and Inclusion policy for your organization.:

[Download Attachment](#)

25. What steps are taken by your agency to ensure equitable access by members of the population of Leeds & Grenville to the program/services for which you are requesting funding.:

test

Project Details & Information

26. Project Title. Share the title of your project/funding initiative. :

test test

27. Amount being requested for this program in 2026/2027.:

\$1.00

28. How many years has your organization operated the program? :

1

29. Have you secured any other sources of funding for this program/service? If yes, what will these funds be used for? What are the other sources of funding?:

No

30. Describe your project /program in two sentences. :

test test test

31. Project Focus. Which of the following is the primary focus of your project? :

All That Kids Can Be

32. Select the Key Priority/Priorities your program will address and briefly note how. (select all that apply):

Housing Stability , Food Security , Homelessness, Mental Health , Addictions, Child and/or Youth

33. Project start date.:

01/27/2026

34. Briefly describe the local research of background rationale that supports this need in Leeds & Grenville. Please provide research documents/websites etc. :

test

35. Upload any documents for Question 34 here. :

[Download Attachment](#)

36. Project oversight. Who will be the main individuals (by role/function) involved in overseeing the project/programming? Explain how the project will be monitored to ensure ongoing milestones are met. :

test test test test

37. Describe the skills and education your staff have to deliver this programming. :

test

38. Volunteerism is an important driver for any program that the United Way supports. How will volunteers be involved in the program?:

test

Impact & Evaluation

Please note that successful applicants will be required to report on these impact questions as a condition of funding.

39. Mission/Mandate: Describe how this project/programming will help your organization better deliver on its mission/mandate.:

test test test

40. What problem is this program trying to solve? What are the main reasons this issue exists, and are other organizations addressing it as well?:

test test test

41.What are the three most important long-term outcomes or solutions this program aims to achieve for participants?:

test test test

42. What are the three most important short-term outcomes or solutions this program will achieve for participants?:

test test test

43. Describe how you will measure the success of this program in Leeds & Grenville. Outline your overall evaluation approach and identify at least three key performance indicators (KPIs) you will use.:

test test test

44. Provide the expected number of unique clients to be served, broken down by municipality and age range (0–5, 6–12, 13–18, 19–64, 65+). Data should cover the period from April 1, 2026 to April 1, 2027.:

Athens : testtest test test

Collaborative Capacity

United Way Leeds and Grenville feels that collaboration in our community is key to the longer-term success of all. We strongly encourage you to collaborate with other agencies so together we can provide more to those in need.

45. Collaboration is an important value for UWLG. Please describe your efforts to collaborate with others in the community. Be specific with the agencies you are working with and those you have attempted to work with.:

test test test

46. Is this application on behalf of a collaborative?:

No

47. IF YES - Describe the collaborative and the development of the collaborative. :

49. IF YES - Describe the role of each member of the collaborative. Organization names, their role, main contact. :

Project Budget and Financial

50. Does your agency have audited financial statements? Please attach a copy.:

[Download Attachment](#)

51. Does your agency have audited financial statements on your website? :

Yes

52. Does your agency have an audit/finance committee?:

Yes

53. Does your agency complete and file an accurate Registered Charity information return (T3010) within six months of year-end?:

Yes

54. What is the annual revenue of your organization?:

\$49,999 and under

55. Financial Reserves: Provide a list of financial reserves available to your organization. Including funds, endowments, restricted reserves, designated reserves, and unrestricted reserves. :

test test test

57. Financial Documents. Upload the documents as per the list above. DO NOT UPLOAD DOCUMENTS THAT HAVE NOT BEEN REQUESTED.:

[Download Attachment](#)

Program Budget Requirements

Applicants must submit a **detailed program budget** that includes **total projected expenditures, total income, and any surplus or deficit**, showing how funds will support program delivery and sustainability. The budget should clearly align with the activities and outcomes described in the proposal.

Program Information

1. Name of Program

Expenditures

Budgets should include, where applicable, the following categories:

Personnel

1. Wages
2. Employment-related costs (e.g., CPP, EI, benefits)

Contractors / Professional Services

1. Contractors or collaborators
2. Fees for professional services or cost of service
3. Yearly audit (if applicable)

Supplies & Equipment

1. Supplies and equipment
2. Materials and supplies
3. Project-specific equipment
4. Other related costs

Travel & Capacity Building

1. Travel expenses
2. Training and events

Administration (detailed line items required)

1. Insurance
2. Rent
3. Hydro and utilities
4. Phone and internet
5. Postage
6. Building and grounds
7. Project oversight and supervision
8. Parking, gas, software (e.g., Dropbox)
9. Other administrative costs (please specify)

Income Sources

Applicants should also identify all projected sources of income, including but not limited to:

1. Grants (federal, provincial, or municipal)
2. Donations (corporate or individual)
3. Agency contributions / in-kind support
4. Fundraising revenue
5. Other funding sources (please specify)

Budget Summary

1. **Total Expenditures**
2. **Total Income**
3. **Surplus / (Deficit)**

Applicants should ensure all costs and income are clearly itemized, realistic, and directly linked to program activities and outcomes. Detailed line items support transparency, accountability, and alignment with the program plan.

UPLOAD your budget here.:

[Download Attachment](#)

58. Describe the proposed program budget, including how the allocation of funds supports the objectives and activities outlined in your proposal.:

test test test test

Fundraising and Advertising

59. By applying for funding with United Way Leeds & Grenville, your agency agrees to these terms. Please check each box to acknowledge your acceptance of these terms. Please note your compliance and excitement to support UWLG with the below initiatives will be reviewed by the allocations committee annually. :

Use the United Way member agency By logo on all promotional, social media, website and printed materials related to the programming we are helping to fund, Clearly note United Way funds in your agency's audited financial statements, Use the United Way member agency logo in your annual report, Commit to collaboration within the UWLG network., Your organization will publicly recognize the United Way Leeds & Grenville semi-annually, for our support to your organization and the specific programing we have helped to fund., Visible signage, logo, and recognition of United Way on premises , Encourage support and belief in UWLG Mission to our community by treating UWLG as an extention of your team. Your fundraising team.

Speaking engagements, Story telling and Data collection

60. Success Stories: Please provide up to three stories demonstrating how funding from United Way Leeds & Grenville helped your organization achieve program targets and support the most vulnerable members of the community. If your organization has not received UWLG funding before, share where the requested funding would make an impact in the future.:

test test test test

61. Storytelling upload photos/video's/documents.:

[Download Attachment](#)

Section 5: Terms & Conditions

LENGTH AND PURPOSE

This 12-Month Agreement ("Agreement") shall be for the period of April 1, 2026, to March 31, 2027. It is intended to outline the relationship between ("Agency") and United Way Leeds & Grenville ("UWLG"). This Agreement is also to clarify the objectives and expectations of each organization, the nature of support being provided to the Agency, and the understandings of both organizations with respect to areas such as communications, accountability, etc., as outlined in the respective sections below.

Guiding this Agreement is the commitment of both parties, and that the success of the clients is our common focus, and continuity in programming will be ensured to the extent possible.

Note: Agency will maintain in good standing their charitable status designation with the Canada Revenue Agency (CRA) throughout the funding period. Should the Agency have its charitable status put on hold, revoked, or removed, for any reason, or decides itself to relinquish its status for the purpose of closure or joining with another organization with a charitable status, the agency will advise UWLG as soon as they are aware of that change and the firm timing of the change. UWLG reserves the right to immediately put funding disbursement on hold to re-evaluate funding for the balance of the funding period.

BACKGROUND

Your Agency provides a service delivery model that aligns with the United Ways funding priority.

The Agency will utilize the funding amount to support funding to a community support service(s).

Note: UWLG funding **cannot** be utilized for the Agency's Capital Campaign/Costs or to cover a deficit budget. Agency **will only** utilize UWLG funding for programs delivered in Leeds & Grenville.

AGENCY

The Agency agrees to abide by the Terms and Conditions set out in the United Way Leeds & Grenville Partner Funding Agreement as detailed below.

PRINCIPLES

UWLG and the Agency agree with the following principles:

- a) We share a common objective of providing services designed to meet human care needs.
- b) We share the common objective of ensuring the maximum involvement of volunteers, through boards of directors, committees, and programs, in the development and implementation of policies to meet human care needs in the most effective way possible.

- c) We believe that an effective relationship can be achieved only when there is a clear and continuing understanding and acceptance of the role that each play in meeting the common objective of providing for human care needs.
- d) We recognize the need to assess, on a continuing basis, goals, and priorities in providing for the human care needs of the citizens.
- e) We recognize that the human care needs in a community change and that we have a joint responsibility to be sensitive to these changes. Consequently, we shall evaluate and plan services to reflect current needs.

GOALS AND OBJECTIVES

The goals of the partnership are to:

- a) support the delivery of the program(s) funded by UWLG.
- b) identify outcomes (both quantitative and qualitative) from the delivery of the program in the community and the reporting of these outcomes;
Reporting will be required on a semi-annual basis and one final (less detailed) report at the end of the funding period. Note: UWLG reserves the right to change the funding amount based on usage and satisfactory impacts at UWLG's sole discretion.
- c) identify responsibilities of each organization which will contribute to the delivery and outcomes of the program in the community.
- d) identify shared and respective approaches of the organizations' communications about the partnership.

GOVERNANCE

- a) The development and accountability for this Agreement will be governed by both organizations through UWLG and the Agency and will include volunteers and staff from each organization, supported by senior staff of the two organizations. These representatives may be required to meet during the implementation of this Agreement.
- b) The Board of each organization, or their designates, will review the terms of the Agreement to ensure that the accountability requirements have been met, and determine if changes to the Agreement are necessary to support its purposes.
- c) Both Boards, or their designates, will review the reports provided by the Agency and consider the progress in meeting the purposes of the alliance.

RESPONSIBILITIES

The relationship established through this Agreement includes responsibilities of each organization as well as responsibilities to be shared between the organizations.

FUNDRAISING

UWLG shall attempt to provide opportunities for and assistance to the Agency to raise funds to enhance its ability to meet community needs, while at the same time protecting UWLG donors from multiple appeals.

Agencies must have a strong commitment to protect and enhance the UWLG Campaign. Any fundraising activities shall be designed not to be detrimental to

the UWLG Campaign.

UWLG recognizes the need for the Agency to engage in fundraising efforts throughout the year, however, UWLG expects the Agency to adhere to the following expectations:

- The Agency will not approach companies on UWLG's "Protected Companies List" (***attached as Appendix*** including corporate head office, local branches and foundations unless otherwise agreed to in writing. Approval will be at the sole discretion of UWLG. The Agency would not proceed with contacting a company on the "Protected Companies List" without prior written approval from UWLG.
- The Agency may run special events targeted to the public during the year if the following conditions are adhered to:
 - o All materials related to the event identify the agency as a UWLG partner; agencies must use the approved UW logo and it is the agency's responsibility to ensure they have the latest one and they follow provided UW guidelines.
 - o The event does not take place on the same day as a primary UWLG fundraising initiative.
 - o UWLG staff are invited to attend the event as partners and preferably offered volunteer roles on the day of the event.
- The Agency will not solicit employees in workplaces where UWLG has a payroll deduction workplace campaign in place for funds for their own agency at any time during the year. For clarification, the Agency will not run a workplace campaign that includes but is not limited to payroll deduction, events, and raffles.
- The agency will have the option to raise funds for UWLG through a UWLG workplace campaign for employees of the Agency or contribute to the UWLG campaign through a special event.

Promotion of UWLG

- The Agency will post the UWLG logo in the program space (exceptions may be made but should be discussed with UWLG staff) and may place the logo in other visible locations with agreement from UWLG.
- The Agency will place the UWLG logo on the program page of their website.
- The Agency will place the UWLG logo at program-related community/public events and on all event promotional materials – digital and printed.
- **Note:** The United Way of Canada controls the use of the United Way logo, and the Agency agrees to adhere to any guidelines and directives they may suggest from time to time. UWLG will provide the Agency with Brand Guidelines that must be adhered to.
- The Agency will place UWLG logo or wordmark on program reports and other program-related communication materials.
- The Agency will mention UWLG in all media interviews, releases or alerts featuring the program where other funders are mentioned.
- The Agency will invite UWLG to attend community and/or special events if the opportunity exists.
- The Agency will do a public thank you to UWLG semi-annually for supporting the funded program.

Communication and Collaboration

- The Agency will work with UWLG to develop new stewardship opportunities and will be expected to participate in and provide the following:
 - o Provide UWLG with stories and photo content.
 - o Provide UWLG with impact numbers for programs.
 - o Providing UWLG with testimonials from programs.
 - o Invite UWLG to participate in a volunteer role within the funded program semi- annually.
 - o Participate in a public Speaker Bureau related to program.
 - o Senior Leadership Attendance at annual UWLG funded partners impact conversation and networking event.
 - o Senior Leadership meeting with UWLG senior leadership.

Other

1. In addition, the Agency will participate, as required by UWLG, in the following:

- o Volunteering – Agencies are required, wherever possible, to provide volunteers for UWLG major fundraisers.
- o The agency will provide positive PR and positive passive communications relating to the relations between the Agency and UWLG.

REPORTING REQUIREMENTS

The Agency and UWLG agree to provide to each other the following documentation annually:

1. Audited Financial Statements (including all applicable notes) or a Review Engagement Report (please note that only agencies with a total operating budget of \$50,000 or less are permitted to submit a Review Engagement Report).

1. Up to date list of Directors, including addresses, occupations, terms of office, and board position within thirty (30) days of your annual meeting.
2. Local operating budget for the current year
3. Other documentation as requested.

The Agency agrees to provide a semi-annual report (template to come) outlining the usage of the funds, upcoming usage of funds focus and impacts as outlined in your application. Reports will be due on specific dates. UWLG reserves the right to have an in-person or Online meeting to discuss the results. If required, the Agency will make themselves available.

If UWLG does not receive the above reports and information in a timely manner, it will withhold funding payments until the late reports are received or a meeting is complete, and they are considered by UWLG **at its sole discretion** to be satisfactory.

NOTIFICATION OF CHANGE OF PROGRAMS

The Agency agrees to obtain prior written approval of material change(s) in any of its programs which are funded, as a whole or part, by UWLG. UWLG Allocation Committee shall recommend to UWLG Board of Directors if any alterations in funding are required based on the proposed program changes. When an agency receives funding for specific programs, the agency recognizes that this funding is not transferable to other programs without the written consent of UWLG Board of Directors.

UWLG reserves the right to request that surplus monies for these programs be returned to UWLG for future distribution.

YEAR FUNDING COMMITMENT

All financial commitments are subject to campaign success. Designations are not included in the agreed upon amount as designations are our donor's choice and, therefore, these dollars cannot be guaranteed.

Payments will be made monthly and will be individually transferred into the Agency bank account. UWLG intends:

- i) To conduct a comprehensive annual campaign for funds.
- ii) To promote publicly the identity and accomplishments of the Agency; and
- iii) To make available volunteer and professional expertise at its disposal, including:
 - a. Informal request for information/support
 - b. Keep Agency apprised of changes in legislation and/or policies that impact Non-Profit organizations.
 - c. Assistance with communication activities of the Agency
 - d. Other services as available

This Agreement was read and approved by the Principal Officers of the Agency and UWLG.

SHARED RESPONSIBILITIES

Joint Communications Strategy – UWLG and Agency will ensure that both organizations are acknowledged for the important contributions they are making in the community through their programs. UWLG and Agency will have responsibility to share, not limited to, good news stories, testimonials, and updates on how dollars are used.

CONFLICT OF INTEREST

Conflict of interest is defined as a situation in which an individual uses or is perceived to use information, influence, and/or resources of an organization primarily for personal benefit, or insurance against personal loss, or for that of related individuals, or to benefit organizations to which they belong without prior disclosure of affiliation.

Any conflict of interest on the part of either organization, any of its sub-contractors and any of their respective advisors, partners, directors, officers, employees, or volunteers, shall be disclosed to the Executive Director of UWLG and Senior Representative of the Agency, respectively.

CONFLICT RESOLUTION

Conflict resolution between the parties is to be sought through discussion in a timely fashion. In case of a serious impasse, an independent third party should be contracted to function as facilitator/mediator. Several steps are available and

should be used sequentially when addressing this Agreement, including discussions between:

1. The staff involved in the disagreement will attempt to resolve the disagreement.
2. If this is not successful, the Executive Director of UWLG and Senior Representative of the Agency will take steps to resolve the disagreement.
3. If still not resolved, the respective Boards of Directors Chairs shall try to resolve the disagreement.
4. If still not resolved, the full Boards of Directors shall attempt to resolve the disagreement.

Note: Third party assistance may begin at any time by mutual agreement.

CONFIDENTIALITY

Representatives from UWLG and the Agency shall not divulge personal or confidential information revealed to them through this Agreement unless required by law.

The objective of this section of the Agreement is to address matters of confidentiality in a manner that permits UWLG to maintain the highest business and ethical standards, to protect the integrity of UWLG, to achieve appropriate levels of transparency and accountability in matters that the Agency becomes privy to during the term of this Agreement and to support the maintenance of effective relationships.

a) Each Agency director, volunteer, and staff member owes to UWLG a duty not to disclose or discuss with another person or entity, or to use for his or her own purposes, confidential information concerning the business, activities, and affairs of UWLG received in his or her capacity as an Agency member unless otherwise authorized by UWLG.

b) Each Agency director, volunteer, and staff member shall ensure that only statements authorized by UWLG are made to stakeholder groups, the media or public. Normally, as required, and appropriately, the Executive Director (or designate) serves as spokesperson for UWLG.

PRIVACY AND INFORMATION SHARING

Information, including organizational information provided in the reporting, shall be treated as confidential by all staff of both organizations (UWLG & Agency). Any individual named in reports, or their appendices, is subject to privacy legislation and cannot be divulged. As per the Agency policy, no information is reported which would allow for the identification of any individual.

TERMINATION OF UNITED WAY FUNDING

This Agreement will take effect upon signing. The Agreement may be extended with the agreement of both parties involved.

Having exhausted the conflict resolution process, either party may give notice to terminate this Agreement for the following reasons:

1. the other party's loss of registered charity status with Canada Revenue Agency after the expiry of any applicable appeal period and/or the completion or denial of any appeal that the other party may have undertaken in that regard.
2. the other party's inability to meet Ministry requirements presiding over the type of service they provide to the community.
3. dissolution or winding up of the other party.
4. when it has been determined that there has been fraud or gross negligence; the other party becomes bankrupt or insolvent, makes an assignment for the benefit of creditors, or takes the benefit of any statute relating to bankrupt or insolvent debtors, or a receiver has been appointed under a debt instrument passed for the winding up of the other party; or
5. the other party engages in conduct that in the reasonable opinion of the party giving notice reflects, in a material way which affects the ability to continue this Agreement, unfavorably or detrimentally upon that party, its name, good will, or reputation, and the other party fails to cease such conduct to the satisfaction of the offended party within fourteen (14) days after receiving written notification from the offended party, and having exhausted the conflict resolution process identified above.
6. If an Agency is not adhering to the Terms and Conditions of the Agreement, UWLG may at any time terminate United Way membership and/or funding subject to the approval of UWLG Board of Directors and in accordance with the General Bylaw agreement. It is understood that the termination of United Way membership and/or funding shall be a last resort and that UWLG shall make every attempt to reach agreement with the Agency with respect to such termination.

Upon decision to terminate this Agreement,

1. 30 (thirty) days' notice shall be given in writing informing the other party of the intention to terminate the Agreement, the rationale for the termination (i.e., the nature of the breach under which or conflict about which the termination is being sought), the steps taken under the conflict resolution provisions, the reasons why a remedy was not possible; and
2. all other obligations under this Agreement will cease as of the date of termination.

INDEMNIFICATION

The Agency will, both during and following the term of this Agreement, indemnify and save harmless UWLG from all costs, losses, damages, judgments, claims, demands, suits, actions, complaints or other proceedings in any manner based upon, occasioned by or attributed to anything done or omitted to be done by the Agency, its directors, officers, employees, agents or volunteers in connection with the Agency, purported to be provided or required to be provided by the Agency pursuant to this Agreement.

INSURANCE

The Agency will obtain and maintain in full force and effect during the term of this contract, general liability insurance acceptable to UWLG in a recommended amount of two million dollars (\$2,000,000) but not less than an amount of one million dollars (\$1,000,000.00) per occurrence in respect of the services provided pursuant to this Agreement.

I agree to the terms & conditions listed above.:

I agree

Section 6: Certifications & Signature

I have all the necessary authorities, permissions, and approvals to bind my organization and submit this Application.

I understand that additional documentation may be required in support of this Application and that additional documentation can be requested and reviewed to confirm the accuracy of the information provided.

I understand that by certifying this Application, I attest that all information is true, accurate and complete and that any false statements or deliberate omissions may disqualify this Application.

I have read and understand the Terms & Conditions provided by United Way Leeds & Grenville at the point of application. I understand that by submitting this Application, I agree to be bound by and to comply with the Terms & Conditions.

I understand that there may be other requirements that my organization will be expected to comply with if my Application is approved.

I declare that my organization is not insolvent.

Signature:

A handwritten signature in black ink that reads "Test". The signature is written in a cursive style with a long horizontal line above the word.

Print Name:
test test test