



**Town of Fort Macleod Community Funding
DEADLINE DATE FOR SUBMISSIONS IS NOVEMBER 27, 2020**

Program Objectives

The objective of this annual grant is to support community development by providing non-profit organizations in the Town of Fort Macleod with access to municipal funding, resources and support on an annual basis.

Eligibility Guidelines

Organizations applying for funding must:

- Address recreation and social issues through locally developed and delivered programs, special events and/or services that focus on building and growing communities that support healthy, active lifestyles.
- Be registered as a non-profit organization under the Societies Act.
- Be a society in good standing in Alberta
- Submit your previous years financial statement.
- **If your organization was funded the previous year: A full report on the use of funds is required. For the 2020 reporting year, groups are required to report on use during the COVID19 pandemic and the affect it had on service and program delivery and the use of said funds as per the original application. 2021 approved grants will be reduced if full programming and services levels were not available and or reporting does not reflect accurate accounting of ongoing operating costs through the pandemic.**

Application Process

The Town of Fort Macleod allocates operating funding annually to non-profit organizations through the yearly operational budget. A call for applications for this grant is advertised in the Fall with a strict submission deadline date of November 29 annually to coincide with the municipal operational budget. It is the organizations responsibility to ensure their applications are submitted on time.

Approved Uses of Grant Funds

The non-profit organization must provide services that do one or more of the following:

- Enhance the social well-being of individuals, families and the community.
- Help people and communities assume responsibility for decisions and actions that affect them.
- Provide support to encourage people to become active participants in the community.

Reporting Requirements & General Conditions

To ensure accountability, the Municipality requires year-end program reporting including unaudited financial statements please also include updated project outcomes from the funded group or organization. A condition of accepting funding is that the Municipality has the authority to examine successful recipients' records at any time to ensure that grant funds are being used in the manner originally agreed upon. Any funds not used for the project as described in the agreement may have to be returned. The Municipality reserves the right to allocate Community Investment Program funding in such a manner as deemed to be in the best interest of the Municipality.

General Contact Information:

Liisa Gillingham, Director of Community & Protective Services
Email: l.gillingham@fortmacleod.com

COMMUNITY DEVELOPMENT APPLICATION FORM
DEADLINE: November 27, 2020 for projects or programs

APPLICATION INFORMATION

Name of Organization: _____
Address: _____ Postal Code: _____
Contact person: _____
Phone number: _____ Cell number: _____
E-mail address: _____

PROJECT OVERVIEW

Project name: _____
Start date: _____ Completion date: _____
Provide a brief description of your program, project or community event and its purpose: _____

Amount requested \$ _____

In as much detail as possible please indicate specifically how your proposed program, project or event will allocate the funds and provide services and benefits to the community. Please attach additional information as needed.

DECLARATION

On behalf of the Applicant Organization, we hereby represent, warrant and certify the following:

- (a) That the information contained in this application reflects an accurate description of the estimated costs associated with the related project, program or community event;
- (b) That the information contained in this application is true and correct;

Signature of Authorized Representative
(on behalf of Organization)

Signature of Witness Position

Print Name

Date

Print Name

Date