



**Town of Fort Macleod Grants to Organizations & Community Funding**  
**DEADLINE DATE FOR SUBMISSIONS IS December 23, 2021**

### **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.
- Be in possession of a valid business license, if applicable.
- Submit your previous years financial statement.
- If your organization received funding last year, your application must include a detailed accounting of how grant dollars were utilized.

### **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 December 23, 2021 to coincide with the municipal operational budget. It is the organizations responsibility to ensure their applications are complete and are submitted on time. 2022 Budget allocations may reduce available funds for disbursement to community organizations. As such, all eligibility requirements must be met with final and complete applications received by the closing date. Incomplete applications received prior to this date will be sent back to applicants but must be updated and resubmitted by the closing date.

### **Approved Uses of Grant Funds**

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

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

### **Reporting Requirements**

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.

### **General Conditions**

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:**  
**[l.gillingham@fortmacleod.com](mailto:l.gillingham@fortmacleod.com)**

**COMMUNITY DEVELOPMENT APPLICATION FORM**  
**DEADLINE: December 23, 2021, 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

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

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