

### Purpose

Leduc County is committed to providing funding support to not-for-profit organizations to enrich and enhance our communities through events, programs and services, access to physical activity, and increased inclusion to participants who may face recreation constraints.

### The Community Association Grant offers three funding opportunities:

1. **Arts and Culture** – Funding opportunity for the development of low-cost, sustainable, arts and cultural-related events, programs and services that are available and benefit all Leduc County residents.
  - Applicants may apply (suggested up to \$2,000) for arts and culture related projects, programs and special events taking place in the Leduc County region.
2. **Recreation and Sport** – Funding for projects, programs and special events available to all Leduc County residents to support physical and social environments, affordable access to physical activity, and increased inclusion to participants who may face recreation constraints.
  - Applicants may apply (suggested up to \$2,000) for recreation and sports related projects, programs and special events taking place within the four regional recreation zones (Town of New Sarepta, Town of Calmar, Town of Thorsby and Village of Warburg).
3. **Operating Assistance** – Community groups or facilities already receiving operating assistance, special event or project funding from Leduc County, the Village of Warburg, towns of Thorsby, Calmar and Devon and cities of Beaumont the Leduc are not eligible.
  - Applicants for the Operating Assistance grant (suggested up to \$1,000) will not be eligible for the Arts and Culture or the Recreation and Sport grants.

All grant applications must meet the funding and eligibility requirements and may not receive the full funding amounts requested.

### Application process

Applications and supporting documents for the 2025 Community Association Grant programs are accepted online ([www.leduc-county.com](http://www.leduc-county.com)), by email ([recgrants@leduc-county.com](mailto:recgrants@leduc-county.com)), mail, or in-person (Community and Operations Centre, 1105 5 Street, Nisku) from September 3 to 30, 2024 at the Parks and Recreation Department.

The following must be included with your completed application. Incomplete applications that are submitted without this information will not be eligible.

- Organization's most recent financial statement.
- Current list of board or committee members.
- Acknowledgement that a motion to submit an application was passed with signed meeting minutes by the President and Treasurer.
- Plan for recognizing Leduc County as a funding organization.

Applications will be reviewed by the Leduc County and the Parks and Recreation Advisory Committee and will provide recommendations to Council and award final grant approvals in November 2024.

For more information, please email [recgrants@leduc-county.com](mailto:recgrants@leduc-county.com).

## Eligibility

To be considered for funding, the organization or group must meet the following criteria:

- Applicants may be a charitable, non-profit society including those registered under the Societies Act, Libraries Act or Agricultural Societies Act.
- Non-registered individuals or groups may apply providing they abide by the rules and conditions provided by Leduc County.
- Projects, programs and special events must be publicly advertised and available to residents of Leduc County.
- Applicants must provide all details in the grant application, including an operating grant or project/program/event budget information.
- Organizations interested in applying for the Operating Assistance grant will not be eligible for the Arts and Culture or the Recreation and Sports grants.

## Eligible programs may include, but not limited to:

- Performing arts (drama, music, dance, theatre)
- Multicultural and heritage arts (cultural celebrations, festivals, fairs)
- Educational arts (camps, youth programs)
- Community and special events
- Social and physical recreation programs (active hobbies, exercise)
- Sport groups (training, subsidized participation)

## Ineligible organizations:

- Municipalities.
- For-profit organizations.
- Clubs/groups/organizations that are not open to the general public.
- Facilities or programs that already receive operating assistance, or special events, project or program funding from Leduc County.
- Organizations, facilities or programs that already receive funding through the recreation cost-share agreements between Leduc County and the Village of Warburg, towns of Thorsby, Calmar and Devon and cities of Beaumont the Leduc.
- Religious organizations, unless engaged in a significant project that benefits the entire community.
- Any organization or group that is not in good standing with Leduc County may be ineligible for funding.
- Organizations with an outstanding final report form from a previous year's grant.

## Ineligible expenses:

- Wages to support individuals.
- Fundraising or administration costs.
- Travel costs.
- Projects, programs and special events costs that are already funded through the school board.
- Retroactive projects, programs and special events costs.
- Renovations.

## Assessment criteria

Applications will be reviewed by the Leduc County Parks and Recreation Advisory Committee using, but not limited to, the following criteria:

- The project, program or special event provides community value, encourages arts, culture and/or heritage, physical activity, and increased inclusion to participants in sports and recreation.

- New or expanded opportunities for residents to participate in special events, programs and/or services.
- Contributes to the quality of life, community engagement and community development of Leduc County residents.
- Viability and sustainability of the initiative.
- Organizational competence.

### **Funding guidelines**

Community groups receiving funds from the Community Association Grant funding program must adhere to the grant funding guidelines:

- Demonstrate they meet the assessment criteria and fully complete an application form.
- Funds must be spent between January 1 to December 2025 unless otherwise approved by Leduc County.
- Recognize Leduc County as a sponsor of your event, program or project via social media mentions, website, newsletter or display the County's approved sponsor poster, following the County's brand guidelines.
- Submit a final report form no later than 60 days following the completion of the event, program or project, unless otherwise approved by Leduc County.
  - Organizations with an outstanding final report form from a previous year's grant will not be eligible.

### **Final report form**

The final report form is part of the funding requirement upon completion of your approved event, program or project.

- A final report form must be submitted, with photograph's or video's taken, no later than 60 days following the completion of your approved event, program or project, unless otherwise approved by Leduc County.
  - Organizations with an outstanding final report form from a previous year's grant will not be eligible.