



Grant funding application

Arts and cultural

Parks and Recreation
101-1101 5 St., Nisku, AB T9E 2X3
p: 780-770-9264 f: 780-955-4765
recgrants@leduc-county.com

Date _____

Organization Information

Name of organization	
Not-for-profit number (if available)	
Mailing address	
Phone	
Email	
Website	

Contact information

Contact name and title	
Phone	
Email	

Operating assistance, event, and program or activity information (please circle)

Grant you are applying for	Operating assistance	Event/program

Project summary

Describe the overall vision of the project that your group is requesting funding for. Include start and completion dates, goals and objectives, outline of activities and the number of people expected to participate or be impacted by this project.

Operating or event/program budget

Revenue	Amount (\$)
Association funds	
Other grants	
Fundraising	
Amount requested from Leduc County	
Total revenue	

Expenditures	Amount (\$)
Total expenditures	

Confirm the following (please circle).

The project provides arts or cultural benefit to the community?	Yes	No
The program or project is available to all residents within the community.	Yes	No
The funds requested from Leduc County will be spent within this calendar year.	Yes	No
Your organization has submitted a final report from accounting for previous grants received from Leduc County, if applicable.	Yes	No
The program or project is currently funded or receiving funds through another granting agency. If yes, please identify: _____ _____ _____	Yes	No

If your organization receives annual funding to operate from any of the following, please identify the amount.

Funding source	Amount
Local municipality	
Leduc County	
Province of Alberta	
Other (include name and amount)	

Application requirements

Include the following with your application:

- Organization's most recent financial statement
- Copy of minutes with the motion to submit this application
- Current list of board or committee members

**Applications submitted without this information will be considered incomplete.*

Applicant agreement

By signing below, I declare that:

- I am a duly authorized representative having legal and/or financial signing authority for the above-listed organization.
- Information received in this application is accurate to the best of my knowledge and funding will be used for the project as intended.
- Leduc County and the regional recreation board will be recognized as a funding agency prior to, during and upon completion of this project.

Applicant signature

Date

Representative signature

Date

For Leduc County use only

Date application received		
Does the application contain all of the required materials and criteria?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
What requirements and/or criteria are incomplete?		

Your personal information is collected by Leduc County under the authority of section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act. It will be used for the purposes for which it is collected. Questions concerning the collection and use of this information can be directed to Leduc County's FOIP coordinator at FOIP@leduc-county.com.

Purpose

Leduc County offers annual funding opportunities to groups and organizations that encourage the development of arts and cultural-related events and programs. Through this funding, Leduc County intends to support new ideas and provide the opportunity for low cost, sustainable programs and events that benefit Leduc County residents.

Eligibility

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

- Applications may be a charitable, not-for-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.
- Programs and events must be publicly advertised and available to residents of Leduc County.
- The event, program or activity must take place in the Leduc County region.
- Applicants must provide event, program or activity budget information.
- Applicants may apply for either an operating grant or a special event/program grant. Only one application will be considered in a given year.
- Any organization or group that is not in good standing with Leduc County may be ineligible for funding.

Eligible arts and cultural activities may include:

- **Visual arts** - painting, drawing, ceramic, sculpture, crafts
- **Media arts** - film/video, photography, multi-media
- **Performing arts** - drama, music, dance, theatre
- **Literacy arts** - storytelling, creative writing, poetry
- **Multicultural and heritage arts** - cultural celebrations, festivals, fairs
- **Educational arts** - camps, youth programming (4H, Scouts)

Ineligible projects:

- Direct grant to support individuals
- Municipalities
- For-profit organizations
- Fundraising or administration costs
- Travel costs
- Retroactive program or event costs
- Programs or facilities that already receive program or event funding from Leduc County
- Religious organizations, unless they are engaged in a significant project that benefits the entire community

Grant amounts

- Applicants may apply for either an operating assistance grant or a special event/program grant
 - Maximum operating assistance grant is \$250 per year
 - Maximum special project/event grant is \$1500
- Funds must be spent in the year they are awarded

Assessment criteria

All eligible applicants will be reviewed by the Leduc County Parks and Recreation Advisory Committee.

The evaluation of applications will be reviewed using, but not limited to, the following criteria:

- The program or event is of community value and encourages the development of arts, culture and/or heritage to a broad base of citizens.
- New or expanded opportunities for residents to participate in programs and/or services.
- Contribution to quality of life, community engagement and community development to Leduc County residents.
- Operating assistance priority will be given to new initiatives or groups.
- Viability and sustainability of the initiative.
- Organizational competence.
- Applications may not receive full funding amounts requested.

Application process

Submissions for the Leduc County Arts and Cultural Grant Program will be accepted from Sept. 2, 2020 to Oct. 30, 2020.

- Applications will be reviewed by Leduc County and the Parks and Recreation Advisory Committee.
- Council will review recommendations and award final grant approval in November 2020.
- Application forms are available online at www.leduc-county.com or at the Leduc County Parks and Recreation office (Community and Operations Centre), 101 – 1101 5 St., Nisku, AB.
- Completed applications will be accepted by mail, email or in-person at the Parks and Recreation department. Email applications to recgrants@leduc-county.com.
- Successful applicants will be required to complete a final report no later than three months following the completion of the event, program or activity. No additional funds will be awarded until a final report is complete.