



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

For Leduc County use only

Date application received	
Received by	
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?	

Community group/not-for-profit organization

Legal organization name		Phone	
Facility location (if applicable)		Website	
Mailing address		Email	
Town/city		Province	Postal code
Not-for-profit number (if applicable)			

Contact information

Contact name		Phone	
Contact title		Other	
Contact email			

Operating assistance, event and program or activity information

Please choose the grant you are requesting funding for:

- Operating assistance
- Event/program

Note: Please contact Andrea Oneski prior to submitting your application for operating assistance. She can be reached at 780-770-9264 or Andrea@leduc-county.com

Project summary

Describe the overall vision of the project that your group is requesting funding for. Please include an outline of activities, goals and objectives for your project.

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Why have you chosen to do this project and how will it positively impact the community?

How many people do you estimate that your project will impact?

How will your organization advertise that Leduc County funded your program or event?

Note:

You may email or mail us a copy of your organization's completed budget instead of filling out the columns below.

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 12 months of being received. If not, please explain why:	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 the name and amount:	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)	
Other (include name and amount)	
Total annual funding	

Conditions of funding

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
- Outstanding final report forms
- Plan for recognizing Leduc County as a funding organization

Note:

- Applications submitted without this information will be considered incomplete.
- The final report form will require a copy of your project description, project budget, and any photos or supporting documents related to this grant.

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 Parks and Recreation Advisory Board will be recognized as a funding agency prior to, during and upon completion of this project.

Applicant signature

Date

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 the 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 organizations:

- Municipalities
- For-profit organizations
- 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

Ineligible expenses:

- Wages to support individuals
- Fundraising or administration costs
- Travel costs
- Retroactive program or event costs

Grant amounts

- Applicants may apply for either an operating assistance grant or a special event/program grant
 - Maximum operating assistance grant is \$500 per year
 - Maximum special project/event grant is \$1500
- Funds must be spent within 12 months of being received unless otherwise approved by Leduc County

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.

Note:

Applications submitted without this information will be considered incomplete.

Application process

Submissions for the Leduc County Arts and Cultural grant program will be accepted from Sept. 1 to Sept. 30, 2021.

- 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 2021.
- 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.
- Please contact Andrea Oneski, Community Program Coordinator, if you have questions about the application process or to make adjustments to submitted applications.
- Successful applicants will be required to complete a final report no later than 60 days following the completion of the event, program or activity unless otherwise approved by Leduc County. No additional funds will be awarded until a final report is submitted.