



Community Grant Program Application Form (Appendix A)

The Town of Coalhurst Community Grant Program is designed to provide financial assistance to residents, non-profit groups, and organizations offering a variety of recreation, culture and social-based programs, events, or activities intended to enhance Coalhurst's overall identity and its residents' sense of connection and quality of life. Economic development initiatives that help grow and improve Coalhurst's economic well-being are also considered.

Please submit application and supporting documentation at least sixty (60) days prior to the scheduled event date by email to communitydevelopment@coalhurst.ca.

Applicant information		
Organization or resident name:		
Address:		
Town/City:	Province:	Postal code:
Applicant status (please check):	Resident <input type="checkbox"/> Non-profit organization <input type="checkbox"/> Educational institution <input type="checkbox"/>	Neighbourhood group <input type="checkbox"/> For-profit organization <input type="checkbox"/>
Contact name:		
Phone:	Email:	
Please give a brief description of the organization/group and its primary objectives:		

Grant stream (please check):	Neighbourhood Connections Micro-grant (up to \$500) <input type="checkbox"/>
	Community Support Grant (up to \$2,000) <input type="checkbox"/>
Amount requested:	

Event or project or initiative information				
Event or project date(s):			Event or project location:	
Activity type (please check):	Community event <input type="checkbox"/>	One-time project <input type="checkbox"/>	On-going program <input type="checkbox"/>	Economic development initiative <input type="checkbox"/>
Is this a public event for Coalhurst residents to attend?			Yes <input type="checkbox"/>	No <input type="checkbox"/>
How many people are expected to attend the event or participate in the project/program?		a. How many volunteers are expected to help: b. In what capacity:		

Project/event/initiative description. Please describe in detail the nature of the activity to be hosted or the project to be undertaken:

Please explain how this project/event/initiative will develop community leadership, foster deep cultural and social connections, and benefit the community as a whole:

If successful with this grant application, please explain how funds will be utilized:

Please explain how the Town’s support will be recognized throughout the program, event or initiative:

Budget information		
Revenues: (complete each applicable source of income)	Requested	Received to date
Town of Coalhurst Community Grant Program:		
Membership fees:		
Fees for service or ticket sales:		
Grants/donations:		
Sponsorship:		
In-kind contributions:		
Other (please specify):		
Total Revenues:	\$	\$
Expenses: (complete each applicable expense)		
Staffing:		

Rent/utilities/insurance:		
Permits/licenses:		
Equipment rental:		
Entertainment:		
Honorariums:		
Food and beverage supplies:		
Advertising/promotion:		
Other (please specify):		
Total expenditures:	\$	\$
Balance: (total revenues minus total expenses)	\$	\$
If the grant is awarded, the cheque shall be made payable to:		
Name of organization:		
Address line 1:		
Address line 2:		
Town/City:	Province:	Postal code:
Declaration		
<p>I/we, the undersigned, hereby declare that to the best of our knowledge this application contains a full, current, and accurate account for all matters stated herein.</p> <p>DECLARATION: I declare that all of the information in this application is accurate and complete to the best of my knowledge. If the application is made on behalf of the hosting organization, business, or citizen group, it is done so with their full knowledge and consent, and I have been authorized to do so. We confirm that if approved, the funding will be used for which this application was approved and that if the event is not undertaken the grant money will be returned to the Town of Coalhurst.</p> <p><input type="checkbox"/> I agree to collect data from my event to measure success of the event.</p> <p><input type="checkbox"/> If my project/event/initiative does not occur within the time specified in the application, I will contact the Town of Coalhurst to either return the grant dollars or discuss alternatives.</p> <p><input type="checkbox"/> I declare the project/event/initiative will adhere to all laws, regulations and local policies and bylaws with required permits and liability insurance in place.</p> <p><input type="checkbox"/> I declare I will monitor and abide by any health requirements by Alberta Health Services at the time of using the grant dollars.</p> <p><input type="checkbox"/> INDEMNITY: The grant recipient(s) assumes the entire responsibility and liability for losses, expenses (including legal expenses), damages, demand, and claims based on any injury or alleged injury to persons (including sickness and death) or damage or alleged damage to property (whether such property be the property of the Town of Coalhurst or property of third parties) sustained or alleged to have been sustained, in any way connected with the use of grant proceeds by the user, it's employees, agents, volunteers, servants, and invitees. The user agrees to indemnify and hold harmless the Town of Coalhurst, its employees, agents, servants, and invitees from and against the same and from and</p>		

against any and all damages, demands, claims, and expenses (including legal expenses) made by any third party against the Town of Coalhurst arising directly or indirectly from any injury or damage or alleged injury or alleged damage of other matter relating to the use of grant funds under this application. The user further agrees to defend any suit or action brought against the Town of Coalhurst, its employees, agents, volunteers, servants and invitees resulting from the use of grant funds. By signing below, I understand and agree to these and all other terms found within this application.

Name of authorized project lead or organization chair:

Signature of authorized project lead or organization chair:

Date:

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive a Neighbourhood Connections Micro-grant or a Community Support Grant from the Town of Coalhurst. The information is collected under the authority of section 33© of the Freedom of Information and Protection of Privacy Act and may become public information. Questions regarding the collection of this information can be directed to the FOIP Coordinator, 100 51 Ave, Box 456, Coalhurst, AB T0L 0V0; 403-381-3033.

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Council will consider the following factors when reviewing applications:	
Eligible applicants:	<ul style="list-style-type: none"> • residents of Coalhurst • non-profit community groups and societies • educational institutions • neighbourhood groups • Commercial and for-profit organizations are only eligible if requesting funds for an economic development initiative to benefit Coalhurst’s overall economic well-being.
If the applicant is a non-profit organization hosting a fundraising event, funding provided by the Town must be used for event-specific expenses only .	
<p>Applications must demonstrate the following, where applicable.</p> <p>Council to check all that apply while reviewing the application and considering the request.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> clear community benefit. <input type="checkbox"/> program or activity aims to improve the quality of life for residents of Coalhurst. <input type="checkbox"/> program or activity strengthens community leadership, capacity and pride. <input type="checkbox"/> program or activity aims to increase awareness of Coalhurst to draw visitors, business, and/or prospective new residents from outside the community. <input type="checkbox"/> promotion of the municipality as a destination for visitors, new residents, or business investment. <input type="checkbox"/> dedication to community participation, collaboration, volunteerism, and partnerships. <input type="checkbox"/> the grant applied for shall be intended and used to further the applicant’s not-for-profit activities and must not either directly or indirectly be intended or used to further a profit venture. Excluding applications that are considered “economic development” in nature. <input type="checkbox"/> the applicant’s fiscal responsibility and management of its finances in a responsible manner.
Applications for retroactive funding or to cover a deficit are not eligible for funding.	
Council will also consider:	<ul style="list-style-type: none"> • the extent to which an application demonstrates there is a need in the community. • the degree to which the grant will support the enhancement of Coalhurst’s overall identity, a sense of connection and a positive quality of life for Town residents. • the extent to which the organization has obtained other funding, if available. • the availability of Town funds. • the need(s) of the organization requesting the funding. • the degree of demonstrated economic development, community development or social benefit that may be generated by the award of a Neighbourhood Connections Micro-grant or Community Support Grant.