**** in collaboration with the****

**Community Legacy Grant Application**

**For 2021 there is $1500.00 available in grant money**

This grant identifies a process to distribute proceeds from the Olds Legacy Grant and managed through the Red Deer & District Community Foundation, back to the community.

**Principles for a funding program**

* Funds available will be distributed annually based on applications received from community organizations.
* Funds will be used to support active lifestyles, health and wellness initiatives for families in the community (Olds and area).
* Funds will be used, where possible to support programs and services that cannot be funded by Family and Community Support Services (FCSS). FCSS regulations prescribe what may be funded. Often organizations are required to seek alternate sources of funding when the FCSS regulations identify ineligible elements of an application.
* Funds may be used to supplement initiatives of other organizations that are supporting active lifestyles, health and wellness for the community such as Canadian Tire Jumpstart, Kids Sport or the Olds Community Assistance Foundation.
* Funds will be used to support initiatives that augment major initiatives – bricks and mortar projects would not typically be eligible, but furnishings, services and program support for these initiatives would be considered.
* Funding would typically be considered for a defined project that can be completed within the calendar year in which the funds are granted.
* Funds will only be provided to not-for-profit organizations.

**Funding parameters:**

1. Applicants must be from a registered not-for-profit organization.
2. Applications must contain:
	1. Description of the initiative.
	2. Explanation of the need for this initiative in the community and how the funds being requested will help to meet that need.
	3. Explanation of how the organization plans to continue the initiative after the funding is finished.
	4. Budget (all revenues and expenditures including the Community Legacy Grant to present a balanced budget).
	5. A copy of the organization’s most recent financial statement, and a list of the members of the Board of Directors.
3. Successful grant applicants must agree to provide an accounting for the funds provided within one year.

**Types of projects that may be considered for funding:**

* Furnishings, programs and services for capital initiatives such as a hospice or an emergency shelter.
* Programs and services that support children in need, such as food programs for children or support for children to participate in recreation and culture programs.
* Programs and services that require startup funding or a financial infusion to keep going.
* Programs and services that support building individual and organizational capacity.
* Programs and services for people who might be victims of family violence or family breakdown.
* Programs and services not eligible for FCSS funding.

**Application Review a Grant Review Team has been established**

Applications will be evaluated based on need for the initiative in the community and the ability of the organization to complete the initiative as proposed.

**Application Form:**

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| Name of Organization applying for funding: |
| Address of Organization: |
| Contact for Organization (Name and Phone number): |
| Name of the project, program or service for which funding is being requested: |
| *Description of the project, program or service:*  |
| What community needs will be addressed by this project, program or service?  |
| How will your organization support this project, program or service after the grant funds are expended?  |

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| **Budget: Identify the revenue and expenditures that are anticipated for this project, program or service. (Add your own categories that apply. Remember, your budget should be balanced.)** |
| **Anticipated Revenue by source** | **Anticipated Expenditure by category** |
|  |  |  |  |
| **Membership Fees** |  | **Wages & Salary** |  |
| **Fundraising** |  | **Contracted Services** |  |
|  |  | **Supplies** |  |
|  |  | **Equipment** |  |
|  |  |  |  |
| **Grant Request** |  |  |  |
| **Total** |  | **Total** |  |

Application Check List: Please check to make sure you application contains the required information:

* Project, program or service description
* Explanation of need
* Plans for the future
* Balanced budget
* Amount of Grant request

Financial information

* Most recent financial statement of the applicant organization
* List of Board of Directors of the applicant organization

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**Declaration of Intent:**

(To be signed by a signing authority from your organization)

As the applicant, I declare that if awarded a grant it shall be used solely and explicitly for the purposes stated in this application and in accordance with the statement of expenditure (budget) as submitted and approved. Any portion of the grant funds not used for these purposes, or any portion not required to complete the project or meet the described objectives, will be returned unless prior written permission to vary these purposes is obtained from the foundation.

***I agree to provide, within 60 days of project completion:***

* ***A report detailing the use to which the funds were applied.***
* ***Copies of all publicity and/or printed materials associated with the project.***
* ***A detailed statement of revenues and expenditures.***
* ***Any other relevant information as may be required to satisfy accounting requirements.***

Applicant Signature: .

Applicant Printed Name and Position: .

Date Signed: .

We understand that our organization must provide a statement accounting for the expenditure of any funds granted within one year of receipt

Submitted by:

|  |  |  |
| --- | --- | --- |
|  |  |  |

Printed Name & position of Applicant Applicant Signature Date of Application

* Completed grant applications can be dropped off at the Olds and District Chamber office located 5013 – 51 street Olds Alberta T4H 1P6
* Applications can also be done on line through the Olds Age Friendly Facebook page and the link provided
* Deadline for submissions is October 15th 2021