



## **LEGACY GRANT POLICY #36**

### **1. POLICY STATEMENT**

- 1.1. The Fairview 2011 55 Plus Summer Games Society may provide grants to Not-for-Profit Community Organizations, and establish a system for evaluating applications for and distributing capital funds.

### **2. GENERAL**

- 2.1. The Executive Committee for the Fairview 2011 55 Plus Summer Games Society may establish a budget for capital grants.
- 2.2. Projects must be capital in nature and contribute to a long term affect on the community and be needed in the community.
- 2.3. Projects that may be accepted that are not capital must be up front funding for events such as:
  - 2.3.1. Provincial or national sporting events
  - 2.3.2. Facilities for these events.

### **3. FUNDING ELIGIBILITY**

- 3.1. Eligible applicants include:
  - 3.1.1. Community Not-for-Profit Organizations.
- 3.2. Fairview 2011 55 Plus Summer Games capital grants funds are intended to support projects in the areas of:
  - 3.2.1. Recreational, Sport & Community facilities
  - 3.2.2. Arts and Culture
  - 3.2.3. Parks & Playgrounds
  - 3.2.4. Emergency Services
  - 3.2.5. Educational Facilities

### **4. APPLICATIONS**

- 4.1. Applications for capital grants must be received by the Fairview 2011 55 Plus Games Society prior to February 29, 2012.
- 4.2. Applications will be evaluated after deadline date.
- 4.3. Applications requests shall include the following information or documentation:
  - 4.3.1. A clear statement of the purpose of the proposed grant

- 4.3.2. Current estimates of total costs.
- 4.3.3. Project budget indicating all anticipated sources of revenue
- 4.3.4. Identify target groups(s) for project
- 4.3.5. A clear statement of the benefit to project participants
- 4.3.6. A clear statement of how the project contributes to the surrounding Municipality and or area residents.
- 4.4. Applications for capital funding must be endorsed by the respective area municipalities.
- 4.5. Applications must be submitted using the application form in appendix "A"
- 4.6. The following criteria will be used to determine eligibility of funding.
  - 4.6.1. Fund Raising Efforts
  - 4.6.2. Facility Use
  - 4.6.3. Other Potential Funding Sources
  - 4.6.4. Urgency
  - 4.6.5. Benefit to the Community
  - 4.6.6. Project completion
  - 4.6.7. Recognition of the 2011 55 Plus Summer Games Legacy.
  - 4.6.8. History and Background of Organization.

## **5. METHOD OF FUNDING**

- 5.1. Project funding or portion of will be determined by the Fairview 2011 55 Plus Summer Games Society and Partners.
  - 5.1.1. Donated labour –services and material-equipment may be estimated and included in the estimate of total project costs.

## **6. CONDITIONS**

- 6.1. A detailed report must be provided upon Project completion.
- 6.2. Applications may not be funded for the full amount requested.
- 6.3. If the project does not start within the year the Project is awarded the Applicant may not be considered.
- 6.4. Any unexpended funds must be returned to the Fairview 2011 55 Plus Summer Games Society with the financial accounting statement of expenditures.
- 6.5. Funding requests must be matched by the Organization.
- 6.6. Donated material and equipment may be included at a rate that can be substantiated with independent quotes.
- 6.7. Donated labour may be included at a rate of \$10.00 per hour



ALBERTA  
55 PLUS SUMMER GAMES  
JULY 21 - 24, 2011 FAIRVIEW

## CAPITAL GRANT APPLICATION FORM Deadline February 29, 2012

### ORGANIZATION

Legal Name: \_\_\_\_\_  
Incorporation/Act Registered Under: \_\_\_\_\_ Registration No: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Phone # (day) \_\_\_\_\_ (evening) \_\_\_\_\_ (fax) \_\_\_\_\_  
List of Executive: (On a separate piece of paper, provide a list of your current executive and/or board of directors, complete with names, positions/titles, addresses and phone numbers)  
Financial Information: (Please attach previous year financial statements and current years proposed budget. Financial statements must include detailed list of funds currently held by organization)

### PROJECT

Project Description/Details: (On a separate piece of paper provide a detailed description of project, including the need for the project, who will use it and why you believe it should be funded)  
Total Project Cost \$ \_\_\_\_\_ (Attach a detailed breakdown of costs estimated for your project)

### FUNDING

Capital Grant Requested \$ \_\_\_\_\_  
Donated labour/services \$ \_\_\_\_\_ (Attach a detailed breakdown)  
Donated Material/Equipment \$ \_\_\_\_\_ (Attach a detailed breakdown)  
Other funding:  
\_\_\_\_\_  
\_\_\_\_\_  
Total Project Funding \$ \_\_\_\_\_ (This figure should be the sum of above figures and equal to the total project cost)

Have you received other grants for this project in the past 5 years \_\_\_\_\_ Yes \_\_\_\_\_ No  
If yes: Year \_\_\_\_\_ Amount \$ \_\_\_\_\_  
Year \_\_\_\_\_ Amount \$ \_\_\_\_\_  
Year \_\_\_\_\_ Amount \$ \_\_\_\_\_  
Year \_\_\_\_\_ Amount \$ \_\_\_\_\_  
Year \_\_\_\_\_ Amount \$ \_\_\_\_\_

Municipality Endorsement \_\_\_\_\_ Yes \_\_\_\_\_ No (Please attach or reason why it is not provided)

DECLARATION

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I declare that:

I am a duly authorized representative having legal and or financial signing authority for the above organization.

A financial accounting statement of expenditures will be submitted to the Fairview 2011 55 Plus Summer Games Society 90 days after completion of the project and a year after receiving the funds.

Fairview 2011 55 Plus Summer Games Society will be Advised when the project starts should funding be approved.

SIGNATURE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

POSTAL CODE: \_\_\_\_\_

PHONE NO: (WORK) \_\_\_\_\_

(HOME) \_\_\_\_\_

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Grant applications can be mailed to:

Fairview 2011 55 Plus Summer Games  
Box 692  
Fairview, Alberta  
T0H 1L0