

## ARTS & RECREATION NEW INITIATIVES

### PURPOSE

To fund community organizations, agricultural societies, recreation societies or associations and hall boards that **are operating community facilities and programs within the County of Vermilion River**. The goal is to build experiences that:

- **Bring enjoyment**
- **Encourage active participation**
- **Create and enhance community spirit**
- **Support recreation, arts (how we express ourselves), culture (who we are)**
- **Result in community enhancement**
- **Are educational and**
- **Open for use by County residents.**

Priority will be given to those programs/facilities focused on:



### FUNDING OVERVIEW

There are a variety of grants available from the County of Vermilion River. These include operational, project and capital funding options for facilities, community halls, as well as \$10,000 each for Programs & Events and for New Initiatives.

- Each category of funds have a limited supply of funds. This means that not all eligible projects will receive funding and even those that are approved may receive less than their requested amounts.
- Funding may vary from year to year and organizations should not expect to receive the same amount from year to year.
- Those that are approved will be required to complete financial reporting at the end of the project/year. If there is any outstanding reporting from previous projects, the organization will not be considered for new funding until it is submitted properly to CVR.
- Applications are submitted to CVR for review and approval. **CVR will have final approval on all fund allocations.**



**This funding category applies to the regions covered by the five Recreation Districts: Dewberry, Kitscoty, Marwayne, Paradise Valley, and Vermilion. Arts & Recreation New Initiatives within these five districts are eligible for these funds.**

Facilities and organizations within the City of Lloydminster are not eligible to apply for the New Initiatives grant.

*Applications can be submitted directly to:*

**County of Vermilion River  
Corinne McGirr, Community Development Coordinator  
4912 50 Ave  
Box 69  
Kitscoty, AB T0B 2P0  
email: [cmcgirr@county24.com](mailto:cmcgirr@county24.com)  
phone: 780.846.2244 or 780.853.5492 fax: 780.846.2716**

**DEADLINE: APRIL 3, 2018 or OCTOBER 1, 2018**



# ARTS & RECREATION NEW INITIATIVES APPLICATION

## WHO CAN APPLY?

- CVR would like to encourage new projects, and initiatives in arts, recreation, culture, services, program delivery as per our values/focus of Healthy & Active Lifestyle; Education; Youth & Seniors; Community Enhancement
- Applicants must have been operating as a non-profit organization for at least one year before starting the new initiative
- The new initiative may be a program, event, or facility offering long-term benefits; have a clear program/project plan; highlight joint planning between groups and display sustainability of the project

## WHAT CAN THE FUNDS BE USED FOR?

- **General operational expenses** such as insurance, repairs, utilities, and maintenance expenses or **capital expenses** for equipment or furnishings purchases

## HOW MUCH CAN I APPLY FOR?

- Organizations are only permitted to submit a one-time request for their new initiative. **Max funding \$2,000**

## HOW DO I APPLY?

- Applications are accepted twice per year in April and October.
- Complete the application form for **ARTS & RECREATION NEW INITIATIVES** and submit to the County of Vermilion River by the appropriate deadline

## EVALUATION CRITERIA

*All applications will be evaluated based on the following points system*

CRITERIA	POINTS
<b>Number of Program Users/Event Attendees</b>	20
<b>Financial Plan</b>	20
<b>Partnerships with local groups</b>	20
<b>Initiatives to show sustainability of program/event</b>	10
<b>Commitment to CVR Goals: Diversity, Sustainability, Vibrancy</b>	5
<b>Commitment to arts/recreation focus: Seniors, Youth, Education, Healthy &amp; Active Living, and/or Community Enhancement</b>	25

Category Allocation: there will be a total of \$10,000 to distribute for the year



# NEW INITIATIVES APPLICATION

<b>ORGANIZATION LEGAL NAME:</b>			
<b>MAILING ADDRESS:</b> (all correspondence and cheques will be mailed to this address): ADDRESS:			
TOWN:		POSTAL CODE:	
If Applicable: Website _____			
Check if you use social media to promote your facility/organization:      Facebook      Twitter			
<b>CONTACT INFORMATION:</b>			
	<b>President/Chair Name:</b>	<b>Secretary Name:</b>	<b>Treasurer Name:</b>
<b>Telephone</b>			
<b>Cell</b>			
<b>Fax</b>			
<b>Email</b>			

<b>NEW INITIATIVE NAME:</b>
Is this New Initiative a <input type="checkbox"/> PROGRAM <input type="checkbox"/> EVENT <input type="checkbox"/> FACILITY?
For how long has your Organization been operating?
Describe the purpose/goal/function of the New Initiative (200 words max):
<p><b>For NEW EVENTS:</b>    How many people do you expect to attend? _____</p> <p>Where will people come from to attend (check all that apply)?                                   Local            Across Province            Other</p> <p><b>For NEW PROGRAMS:</b>          How many people will participate in the program?    Min___    Max___</p> <p>What groups of people will be served by your program (check all that apply)?                   Youth    Seniors    Families    Businesses    Visitors    General Public    Other</p>



## FUNDING REQUEST

**AMOUNT OF FUNDING REQUESTED**    \$

Describe what the funds will be utilized for:

**Is your initiative receiving any financial assistance from other agencies, levels of government or other partnering sources (donations, sponsorships, fundraising etc)?**

YES       NO

If yes, please explain/list other funding sources:

Provide an overview of the impact your New Initiative will have on your community (200 words or less).

Have you done any feasibility studies related to the New Initiative? Have you consulted with your community on determining a need for this New Initiative?

Will you be partnering with any community groups or existing facilities? If yes, what will your partnership look like?



## FINANCIAL OVERVIEW & BUDGET

<b>EXPECTED REVENUE:</b>	
User Fees (Ticket Sales, Admissions, Program Fee etc)	\$
Fundraising	\$
Donations / Sponsorships	\$
Grants:	\$
Municipal	\$
Provincial	\$
Other: (ie: Provincial Associations, etc.)	\$
Other:	\$
<b>TOTAL OPERATING REVENUE</b>	<b>\$</b>
<b>ELIGIBLE EVENT/PROGRAM EXPENSES:</b>	
<b>OPERATING</b>	
Insurance	\$
Repairs	\$
Utilities	\$
Program/Event Costs	\$
Maintenance	\$
Other	
<b>CAPITAL</b>	
Furnishings	\$
Technology	\$
Facility Equipment	\$
	\$
<b>OTHER:</b>	
<b>ELIGIBLE EXPENSES</b>	<b>\$</b>



### OBLIGATION OF GRANT RECIPIENTS

Grant funding recipients will receive notification outlining the approved grant amount, including specific items approved or denied. Organizations may only spend grant funds on the specific items approved. Recipients must submit a **Grant Accounting Report** to verify that the funds were spent in the manner intended and approved prior to the next recreation grant funding cycle. Failure to submit a report, or delinquency in submission, may affect future grant application consideration. At any time, grant recipients must permit a representative of the County of Vermilion River to examine financial reports and supporting documents to determine whether the grant funding has been spent as intended and approved. Grant recipients will be required to recognize funding received from the County of Vermilion River in some manner. Indicate below, what that recognition will look like.

<b>FUNDER RECOGNITION PLAN:</b>	
<input type="checkbox"/> On-site Signage (in consult with County)	<input type="checkbox"/> County Logo/Name in Agency Newsletter
<input type="checkbox"/> County Logo/Name in Advertising	<input type="checkbox"/> County Logo/Name recognized at a public event
<input type="checkbox"/> County Logo/Name recognized on Agency Social Media	
<input type="checkbox"/> Other:	

**Please Note: By accepting receipt of this grant, organizations are obligated to complete the County of Vermilion River Community Enhancement & Recreation Grant Accounting Report and show proof of completed funding recognition as indicated above.**

### DECLARATION STATEMENT

WE, THE UNDERSIGNED, HEREBY CERTIFY THAT THIS APPLICATION CONTAINS A FULL AND ACCURATE ACCOUNT OF ALL MATTERS STATED WITHIN. FURTHERMORE, WE UNDERSTAND FULLY OUR OBLIGATION TO SUBMIT THE GRANT ACCOUNTING REPORT AND ANY REQUESTED FINANCIAL INFORMATION.

Name: (please print) _____	Title: _____
Signature: _____	Date: _____
Name: (please print) _____	Title: _____
Signature: _____	Date: _____

Note: requires two (2) authorized representatives from the applying agency to sign the application.

*The personal information on this form is being collected for the purpose of determining the eligibility of an applicant to receive recreation funding. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to the District Recreation Advisory Board and/or municipal Council and may be published in a Council meeting agenda. Questions regarding the collection of this information can be directed to the FOIP Coordinator at the County of Vermilion River office.*