

COMMUNITY SPONSORSHIP FUNDING

The Community Sponsorship Program offers funding opportunities to community organizations in the County. This program aims to support events and initiatives that contribute positively to local communities.

The maximum funding available per application is \$2,000, every two years. The funding levels are as follows:

- **Level 1:** Gift in Kind: Door prize, raffle item,
- **Level 2:** Donation (\$100 - \$250): Tournament, Team Sponsorship, etc.
- **Level 3:** Small Community Sponsorship (\$250 - \$500): Direct organization benefit
- **Level 4:** Medium Community Sponsorship (\$500 - \$1,000): Direct community benefit
- **Level 5:** Large Community Sponsorship (\$1,000 - \$2,000): Benefits multiple communities or partnerships

APPLICATION PROCESS

Who Can Apply?

Community organizations that provide arts, cultural, fitness, community, sport or recreational opportunities, programs, events and initiatives related to: Healthy & Active Lifestyle; Education; Youth; Community Enhancement. Those who receive FCSS funding for the same program/event are not eligible to apply. Events being held for fundraising purposes that benefit an individual are not eligible. Fundraising events must be for specific community enhancement projects.

How Do I Apply?

Choose Your Level: Select the sponsorship level that best aligns with your project's goals and needs.

Complete the Application: Fill out the application form, providing detailed information about your organization, event, and funding request.

Submit Your Application: Applications are reviewed and awarded on an ongoing basis. We encourage you to apply as soon as possible, as funding is limited. Not all eligible projects will receive funding and even those that are approved may receive less than their requested amount.

Application Evaluation

Applications are approved by the Planning & Community Services department and will be evaluated based on the following sections:

- **Section 1: Organization and Event Information** (20 points)
 - Community organization information
 - Funding Request
 - Sponsorship Purpose (alignment with CEF policy)
 - Previous funding applications
- **Section 2: Event Goals and Community Impact** (20 points)
 - Alignment of sponsorship request goals with CEF policy
 - Community impact and reach (Single organization, multiple community organizations, multiple communities, provincial or national reach)
 - Estimated number of participants
 - Partnerships
- **Section 3: Program Priorities** (20 points)
 - Alignment with CEF policy priorities
 - Seniors
 - Youth
 - Education
 - Healthy Living
 - Community Enhancement
- **Section 4: Program Outcomes** (20 points)
 - Accessibility to all residents
 - Encouragement of participation and engagement
 - Promotion of personal growth and well-being
 - Safeguarding of natural resources, parks, and/or recreation opportunities
- **Section 5: Financial Overview** (20 points)
 - Demonstration of funding need (Budget)

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.

Community Sponsorship Funding can be referenced in [Policy PD 021](#).

APPLICATIONS CAN BE SUBMITTED TO:

County of Vermilion River
Attention: Candice McLean, Community Development Coordinator
Box 69, 505040 HWY 897
Kitscoty, AB T0B 2P0
email: community@county24.com



SPONSORSHIP FUNDING APPLICATION

ORGANIZATION AND EVENT INFORMATION

Organization Name: _____

Address: _____

Town: _____ Postal Code: _____

Contact Person: _____

Email: _____ Phone Number: _____

Amount of Sponsorship Requested: _____

Type Of Sponsorship Request (select only one)

- Gift in Kind: Door prize, raffle item,
- Donation (\$250 - \$100): Tournament, Team Sponsorship, etc.
- Small Community Sponsorship (\$500 - \$250): Single organization benefit
- Medium Community Sponsorship (\$1,000 - \$500): Single community benefit
- Large Community Event (\$2,000 - \$1,000): Accessible to all County residents

Purpose Of Sponsorship – In one or two sentences, tell us why you are asking for sponsorship funding.

Have you Applied for Event or Program funding before?

- Yes If yes, when did you last receive funding: _____
- No
- Unsure

EVENT GOALS AND COMMUNITY IMPACT

How many participants do you estimate will have? _____

What are the goals or what do you hope to accomplish with your sponsorship request?

What is the community impact of your event or sponsorship request?

- Single Organization Impact
- Single Community Impact
- Entire County Access
- Multi-region Access or Impact

If applicable, list other partners that are involved in your sponsorship request.

PROGRAM PRIORITIES - Which of the CEF Program Priorities does your request meet?

- Seniors
- Youth
- Education
- Healthy Living
- Community Enhancement

PROGRAM OUTCOMES - Which of the CEF Program Outcomes does your request satisfy?

- Accessibility to all residents
- Encouragement of participation and engagement
- Safeguarding of natural resources, parks, and/or recreation opportunities
- Promotion of personal growth and well-being



COMMUNITY SPONSORSHIP FUNDING

FINANCIAL OVERVIEW – Include a demonstration of the funding needed (budget). Include expected revenue and expenses of the sponsorship request.

Expected Revenue:	
User Fees (Ticket Sales, Admissions, Program Fee etc.)	\$
Fundraising	\$
Donations/ Sponsorships	\$
Grants	\$
Other	\$
TOTAL OPERATING REVENUE	\$
Eligible Expenses:	
Communications (i.e. postage, printing, advertising, etc.)	\$
Facility Rental	\$
Speaker/Official Fees	\$
Contracted Services	\$
Rental Equipment	\$
General	\$
Supplies	\$
Other	\$
	\$
	\$
	\$
TOTAL ELIGIBLE EXPENSES	\$

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.



FUNDER RECOGNITION PLAN: (must check at least one)

- On-site Signage (in consult with County)
- County Logo/Name in Agency Newsletter
- County Logo/Name in Advertising
- County Logo/Name recognized at a public event
- County Logo/Name recognized on Agency Social Media
- 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

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

NAME (please print)

TITLE:

SIGNATURE:

DATE:

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.