

**DIVISION 5 RECREATION AND CULTURE BOARD
GROUP GRANT APPLICATION**

DATE: _____

NAME OF GROUP _____

TOTAL MEMBERSHIP (if applicable) _____

How many of that number actually live within Division 5 boundaries? _____

(We may request land descriptions)

CONTACT PERSON _____

TITLE _____ PHONE _____

ADDRESS _____ POSTAL CODE _____

E-MAIL _____

PROJECT DESCRIPTION

PROJECT COST	\$ _____
Cash Contribution	\$ _____
Estimated Donor Material and Labour	\$ _____
Requested Amount	\$ _____

Are you applying to other Divisions? If so please indicate which Division(s), how much you are requesting from each Division and if the request is for the same project.

Did your organization receive a grant from the Division 5 Recreation and Culture Board before? If yes, please include an accounting of these funds on the form sent with the funds. Yes _____ No _____

Comments: _____

Completed applications are to be received no later than January 31 each year.
Return completed form and supporting documents to Box 114, Spruce View, Ab. T0M 1V0.

The Recreation and Culture Board may accept or decline any or all requests at its Discretion based on the guidelines outlined in their bylaws.

Funding is awarded specific to the request stated in your application. Any changes to the approved expenditure toward which this grant is directed require prior approval of the Board. Requests for changes must be submitted in writing to the Board.

DIVISION 5 RECREATION AND CULTURE BOARD GRANT PROGRAM

GRANT APPLICATIONS

To assist in the allocation of funding and to assure each application receives proper consideration, it is suggested that your proposal be submitted as follows:

1. Complete the attached Grant Application Form.
2. Attach sufficient information and detail to this proposal to enable proper evaluation. This is not limited to, but should include:
 - a. Detail description of the project.
 - b. Evidence as to the capability of the organization to undertake this project, i.e. previous community service, some accomplishments, etc.
 - c. Financial stability or capability must be evidenced, i.e. copy of previous year's financial statements, current budget, etc.
 - d. Consumer and Corporate Affairs certificate number, if applicable.
3. This information should be submitted to the Division 5 Recreation and Culture Board, Box 114, Spruce View, Ab., T0M 1V0 by January 31 each year.
4. Our review meeting will be held mid-February each year.
5. **YOU MUST PRESENT YOUR PROPOSAL IN PERSON.** You will be contacted regarding your presentation time slot (10 minutes).

ACCOUNTING

Funding for the current year will only be considered if an Accounting Form and applicable receipts have been submitted for funds received the previous year. If you have not completed the project or it has been delayed, please provide an explanation of this in writing.

If you have any questions, please contact your community representative, or call 403-728-3930 or e-mail recbdiv5@gmail.com.

PLEASE NOTE – Current County Council guidelines have been extended the funding to cover activities for those of all ages in the areas of culture and recreation. Our budget will be approximately \$31,000.