



MUNICIPAL GRANT FUNDING PROGRAM

Community Grant Application

Application Deadline: 11:59 p.m., April 1, 2024

*Submit via email to Grants@beaumont.ab.ca or deliver hard copy to the City of Beaumont
City Hall, 5600 49 Street, Beaumont, AB T4X 1A1.

Please note – City Hall is open M-F 8:30 a.m.-12:00 p.m., 1:00 p.m.-4:30 p.m. and closed Saturdays,
Sundays, and holidays.

PLEASE READ THE APPLICATION GUIDE THOROUGHLY BEFORE APPLYING.
SUBMIT A SEPARATE APPLICATION FOR EACH PROJECT REQUESTING FUNDS. THE
APPLICATION FORM AND GUIDELINES HAVE BEEN UPDATED. PREVIOUS VERSIONS NO
LONGER APPLY.

This personal information is being collected under the authority of Section 33(c) of the *FOIP Act* and will be used to administer funding under the Municipal Grant Funding Program. All information gathered by the City of Beaumont is protected by the provisions of the Act. If you have any questions about the collection, use or disclosure of your personal information, please contact Legislative Services at 780.929.8782.



PART A: PROJECT OVERVIEW

PROJECT DETAILS			
Organization (Applicant) Name			
Project Name (max. 10 words)			
Which category does your project best fit?	One-time and/or recurring community <u>events and festivals</u>	Operating Expenses (for organizations in their developmental stage only)	One-time and/or recurring community <u>projects and initiatives.</u>
Funding Amount Requested (up to 100% of eligible expenses to a maximum of \$10,000):			
Minimum funding amount required to complete the project:			
Project Start Date: (mm/dd/yyyy)			
Project End Date: (mm/dd/yyyy)			
Where will the project be located?			
Is this project open to the public?	Yes	No	
<p>Write a clear and brief description of your project, including what it will achieve.</p> <p><i>*If your application is successful, this description will be used publicly on the City website. Max. 100 words.*</i></p>			



<p>If your goal is to have this project/initiative/event continue or repeat, please address how you intend to make it sustainable beyond the grant term.</p> <p><i>*Write "N/a" if not applicable*</i></p>	
<p>How many people will be directly impacted or will benefit from the project?</p>	
<p>Do you wish to appear before the Beaumont Grant Funding Advisory Committee for an optional 10-minute question and answer opportunity?</p>	<p style="text-align: center;">Yes No</p>
<p>How will you acknowledge the City of Beaumont's financial contribution to the project?</p> <p><i>*Note - be prepared to provide examples during grant reporting.</i></p>	<p>Social Media Posts</p> <p>Advertisements (newspaper, posters, banners, signage)</p> <p>Website</p> <p>E-Newsletter</p> <p>News releases</p> <p>On-site signage</p>



PART B: DETAILED PROJECT DESCRIPTION

Please include a complete overview of the project, describing what it is, what it will achieve, how you intend you achieve it, who will benefit, if there are any partners or volunteers assisting with the project, and why this project is important.

See the applicant guide for further information on what to include.



PART C: PROJECT BUDGET

Please include details regarding project expenses and funding sources. If you would prefer to create your own attachment with these details, you can submit as a separate document.

PROJECT FUNDING SOURCES		
<i>*When listing other grants please specify if funding has been confirmed.</i>		
ANTICIPATED REVENUE	AMOUNT	NOTES
<i>*Use this column to provide descriptions for each line item</i>		
City of Beaumont Community Grant	\$	
Earned Revenue (e.g. ticket sales)	\$	
Sponsorships or Cash Donations	\$	
Applicant Funding	\$	
Other Grants	\$	
Gift-in-kind (indicate the value of the donated material/equipment/labour)	\$	
	\$	
	\$	
	\$	
	\$	
TOTAL	\$	



PROJECT EXPENDITURES

Costs for materials and/or activities that are directly related to carrying out the proposed project.

ANTICIPATED EXPENSE	AMOUNT	NOTES <i>*Use this column to provide descriptions for each line item</i>
Program Supplies	\$	
Volunteer Expenses	\$	
Marketing Expenses	\$	
Contracted Services Expenses	\$	
Facility Rental Expenses	\$	
Capital Expenses	\$	
Specialized Equipment Purchase	\$	
Food and Beverage Expenses <i>*Note: alcohol is not an eligible expense.</i>	\$	
Contingency	\$	
Equipment Rental	\$	
	\$	
	\$	
	\$	
TOTAL	\$	



PART D: SUPPORTING DOCUMENTATION

Please submit along with your completed application form the following up-to-date information and documentation, if applicable:

- Any additional budget detail, including estimates and quotes provided for the project (maximum 5 pages, saved as 1 document)
- Any additional information not already shared (maximum 1 page)

DECLARATION

I DECLARE THAT:

I AM MAKING THIS APPLICATION ON BEHALF OF THE ABOVE-MENTIONED ORGANIZATION AS A DULY AUTHORIZED REPRESENTATIVE HAVING LEGAL AND/OR FINANCIAL SIGNING AUTHORITY FOR SAID ORGANIZATION.

The information contained in this application and supporting documents is true and accurate to the best of my knowledge.

I understand that this is an application only and does not confer a requirement by the City of Beaumont to provide all, a portion, or any of the requested funding.

If successful, the funds will be awarded and accepted in accordance with the City of Beaumont’s policy and current funding agreement.

Signature (if filling out electronically type name here)

Printed Name

Position/Title

Phone Number

Email Address



FINAL CHECKLIST

PLEASE ENSURE YOU HAVE COMPLETED/INCLUDED THE FOLLOWING	
Reviewed the Application Guide <i>Please note the Application Guide has been updated for the April 2024 intake and previous versions no longer apply.</i>	
OPTIONAL - Consulted the Grant Program Administrator <i>All applicants are welcome and encouraged to contact the program administrator for more information or for help with accessing and/or completing the application form</i>	
General Application Form <i>*Note - This is a separate application form.</i>	
Community Grant Application <ul style="list-style-type: none"> • Supporting Documentation - Optional attachments • Signed the Declaration 	
REMINDER OF FUNDING CONDITIONS AND REPORTING	
If funding is awarded and accepted, your organization will be required to submit a final report within 60 days of project completion (including a financial summary).	

Deliver one (1) copy of the completed application to:

Grants@beaumont.ab.ca

OR

City of Beaumont

**Attention: Municipal Grant Program
5600 49 Street Beaumont AB T4X 1A1**

EMAILED SUBMISSIONS ARE PREFERRED.

