



# MUNICIPAL GRANT FUNDING PROGRAM

## Arts Grant Application

**Application Deadline: 11:59 p.m., October 1, 2024**

\*Submit via email to [Grants@beaumont.ab.ca](mailto: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				
Applicant Name				
Project Name (max. 10 words)				
Which category does your project best fit?		One-time and/or recurring <u>arts events and festivals</u>		One-time and/or recurring <u>arts projects and initiatives.</u>
		Operating expenses of arts organizations		Artistic projects and initiatives lead by an individual artist.
Funding Amount Requested (up to 100% of eligible expenses maximum of \$20,000 (organizations and groups); maximum of \$10,000 (individual artist)):				
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 Arts Advisory Committee for an optional 10-minute question and answer opportunity?</p>		<p>Yes</p>		<p>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 there is not enough room in the space below you can submit your project budget as a separate document/attachment.

<b>PROJECT FUNDING SOURCES</b> <i>*When listing other grants please specify if funding has been confirmed.</i>		
<b>ANTICIPATED REVENUE</b>	<b>AMOUNT</b>	<b>NOTES</b> <i>*Use this column to provide descriptions for each line item</i>
City of Beaumont Arts 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)	\$	
	\$	
	\$	
	\$	
<b>TOTAL</b>	\$	



**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	\$	
	\$	
	\$	
<b>TOTAL</b>	\$	



## PART D: SUPPORTING DOCUMENTATION

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

- Artist's biography (maximum 1 page) – required for individuals and groups/collectives
- 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 THE APPLICANT; or

I AM A DULY AUTHORIZED REPRESENTATIVE HAVING LEGAL AND/OR FINANCIAL SIGNING AUTHORITY FOR THE ABOVE-MENTIONED ORGANIZATION

The information contained in this application and supporting documents is true and accurate and endorsed by the above-mentioned organization.

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

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Signature

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Printed Name

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Position/Title

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Phone Number

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Email Address



## FINAL CHECKLIST

<b>PLEASE ENSURE YOU HAVE COMPLETED/INCLUDED THE FOLLOWING</b>	
<b>Reviewed the Application Guide</b> <i>Please note the Application Guide has been updated for the October 2024 intake and previous versions no longer apply.</i>	
<b>OPTIONAL - Consulted the Grant Program Administrator</b> <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>	
<b>General Application Form</b> <i>*Note - This is a separate application form.</i>	
<b>Arts Application</b> <ul style="list-style-type: none"> <li>• Supporting Documentation - Optional attachments</li> <li>• Artist's Biography - required for individuals and groups/collectives</li> <li>• Signed the Declaration</li> </ul>	
<b>REMINDER OF FUNDING CONDITIONS AND REPORTING</b>	
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](mailto:Grants@beaumont.ab.ca)

**OR**

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

EMAILED SUBMISSIONS ARE PREFERRED.

