

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 should include, but is not limited to:
 - a. A detailed 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. Please submit your previous year's financial statements as well as a current budget.
 - d. Consumer and Corporate Affairs certificate number, if applicable.

NOTE: Failure to include ALL REQUESTED FINANCIAL information may result in no or reduced funding.

3. The application and supporting information should be submitted to Division 5 Recreation and Culture Board, Box 114, Spruce View, Ab, T0M 1V0 by _____.
4. Our review meeting will be held _____. You may be asked to present your proposal in person. If so, you will be contacted regarding your presentation time slot.

ACCOUNTING

If you received funding in the past year, funding for this session will only be considered if an Accounting Form and applicable receipts have been submitted. 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 Jean Kaiser, Secretary-Treasurer, at (403) 728-3930.

PLEASE NOTE: Current County guidelines permit funding to cover activities for those of all ages in the areas of culture and recreation. Our budget will be approximately \$_____.