



Sustainability Grant Application

Community Halls

ORGANIZATION INFORMATION

Please type or print legibly. Applicants must be a district organization serving Brazeau County residents.

Date: _____

Organization's Name: _____

Alberta Registry Number: _____ Date of Incorporation: _____

Mailing Address: _____

City: _____ Province: _____ Postal Code: _____

(All correspondence and cheques will be mailed to this address)

Contact Person: _____

Telephone: (W) _____ (H) _____ (C) _____

Email: _____

DECLARATION

In making this application, we, the undersigned Officers of the applicant, hereby represent to Brazeau County and declare that, to the best of our knowledge and belief,

- The information provided is truthful and accurate, and
- The application is made on behalf of the organization formerly named with the Officer's full knowledge and consent.
- Failure to adhere to the guidelines set out in this application or to accurately disclose information will result in the disqualification of the organization's funding.

Signature of Board Member

Print Name

Date

Signature of Board Member

Print Name

Date

ANNUAL DEADLINE: NOVEMBER 30

SUPPORTING DOCUMENTS REQUIRED

The following documents **MUST** be attached to this grant application:

- Completed signed application form
- Proof of Non-Profit Society Status for current year
- Proof of Insurance
- Organization's most recent Annual Financial Statements **OR** receipts of core operating costs for the entire fiscal year
- Requested funding details
- Organization's Proposed Operating Budget – include funding contributions from other sources and detailed expenditures
- List of organization's officers and directors (if applicable)
- Completed Electronic Fund Transfer Form (if interested)

OR

I authorize Brazeau County to access the Operating Grant application for confirmation and utilization of the above listed items with this application.

☐ Yes

☐ No

NOTE: Other documents may be requested by Brazeau County for further clarification.

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY STATEMENT

The personal information being collected on this Community Organization Grant Funding form will be used for the purpose of the Community Organization Grant Program and evaluation. This collection is authorized by Section 4(c) of the Protection of Privacy Act (POPA).

If you have any questions about the collection of this information, please contact Brazeau County's Access & Privacy Information Officer at 780-542-7777 or by email at kvallee@brazeau.ab.ca.

Applications can be mailed to or dropped off at the below address:

Grants
Brazeau County
Box 77 – 7401 Twp Rd 494
Drayton Valley, Alberta
T7A 1R1

**Signed and scanned applications can be
emailed to:**
communityservices@brazeau.ab.ca

SUSTAINABILITY GRANT INFORMATION

Community Hall Sustainability Funding Policy:

Brazeau County recognizes the strain managing community halls can have on their membership and are making available a funding stream to assist with revenue generation with the goal that the funds would be allocated towards easing the burden of managing and attracting bookings. Therefore, Brazeau County will match revenues generated through hall activity as identified above, excluded all grant funding and donations, up to a maximum of \$18,000. Revenues will be calculated based on the prior year's financial statements as provided.

The following conditions apply:

- (i) the community hall must be structurally sound;
- (ii) adherence to the eight common guidelines within the Community Organization Funding Policy FIN-7;
- (iii) the organization is in active and good standing as per the Societies Act;
- (iv) revenue is generated through regular hall bookings and/or the provision of programs and services to the community; and
- (v) funds cannot be used for capital improvements; those items are to be applied for through the funding stream below if assistance is needed

REQUESTED FUNDING

Your revenue generated MUST match the revenue listed on the financials you submit with your application.

REVENUE CATEGORY

FUNDING

RENTALS	\$ _____
PROGRAMMING & SERVICES	\$ _____
TOTAL REVENUE GENERATED	\$ _____

ELECTRONIC FUNDS TRANSFER (EFT)

To streamline applications, community organizations have the option to request funds be received via an EFT. A separate form will be sent to you for completion. This only needs to be completed once; unless changes to your banking have occurred.

I would prefer to receive funds through an EFT

☐ Yes ☐ No

I require an EFT Form to be sent

☐ Yes ☐ No ☐ Previously Completed ☐ Bank information changed

REVENUE DETAILS

***Please complete with information from the previous years' activities.**

TYPE OF BOOKINGS

Weddings/Reunions	_____
Markets/Garage Sales	_____
Children's Activities/Services	_____
Other:	
_____	_____
_____	_____
_____	_____

TOTAL BOOKINGS

DEMOGRAPHICS OF RENTERS (based on individuals making the booking)

Age 18-29	_____
Age 30-49	_____
Age 50-64	_____
Age 65+	_____
Gender – Male	_____
Gender – Female	_____
Gender – Other	_____
Residency – Town of Drayton Valley	_____
Residency – Brazeau County	_____
Residency – Parkland County	_____
Residency – County of Wetaskiwin	_____
Residency – Village of Breton	_____
Residency - Other	
_____	_____
_____	_____

TOTAL NUMBER OF USERS (ESTIMATE)
