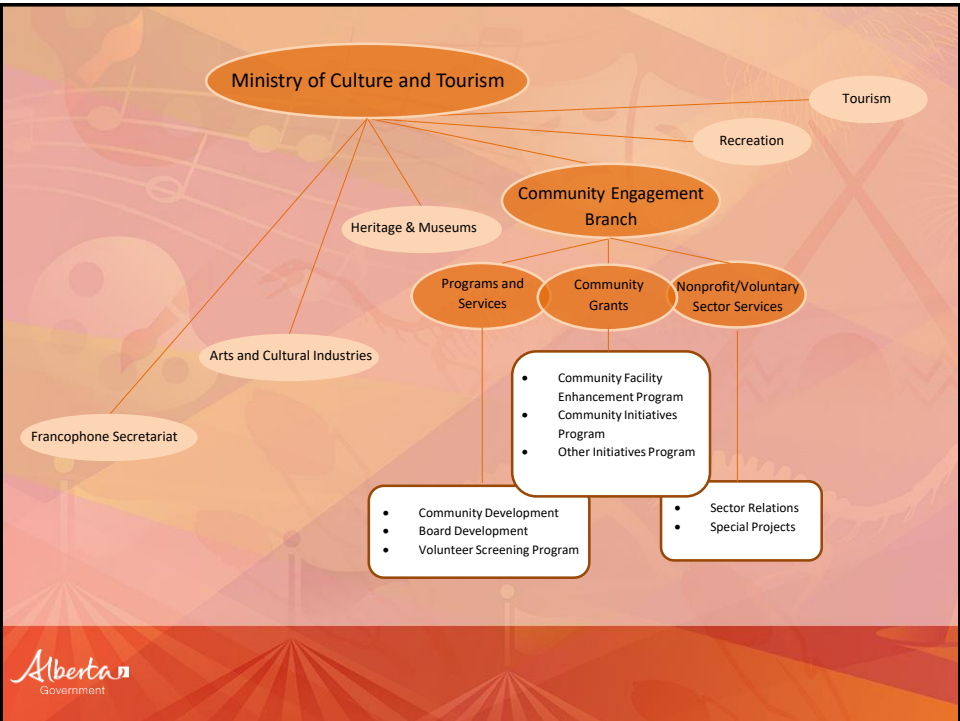


Alberta Culture and Tourism

Mission:

- ❖ To promote, develop and support programs and services that encourage Albertans to enrich their lives through culture and heritage, recreation and sport, tourism and events.
- ❖ To support vibrant and inclusive communities, and contribute to improving the quality of life for Albertans and visitors.

Community Engagement Branch

Offers a Full Suite of Services including:



+



+



❖ Programs and Services through Community Development

❖ Funding Programs through Community Grants

❖ On-line Tools and Resources

Want more information? Visit our website at www.culture.alberta.ca



Community Grants – Programs

Community Facility Enhancement Program

- ❖ Small Funding Stream
- ❖ Large Funding Stream

Community Initiatives Program

- ❖ Project-Based
- ❖ Major Cultural and Sport Events
- ❖ Operating
- ❖ International Development



Guiding Principles:

- ❖ Community driven public benefit
- ❖ Transparency
- ❖ Equity
- ❖ Accountability
- ❖ Flexibility
- ❖ Simplicity

Intended Program Outcomes

CFEP

- ❖ Enhance the lifespan and support the creation of public use community facilities.
- ❖ Stimulate economic activity across the province.

CIP

- ❖ Strengthen leadership and organizational capacity of community organizations.
- ❖ Support community driven goals that have a public benefit.

CFEP and CIP Program Deadlines

| | CFEP Small Funding Stream | CFEP Large Funding Stream |
|--|--------------------------------------|---------------------------------|
| Application Deadlines 2018-19 moving forward | January 15 May 15 September 15 | One time per year: October 1 |

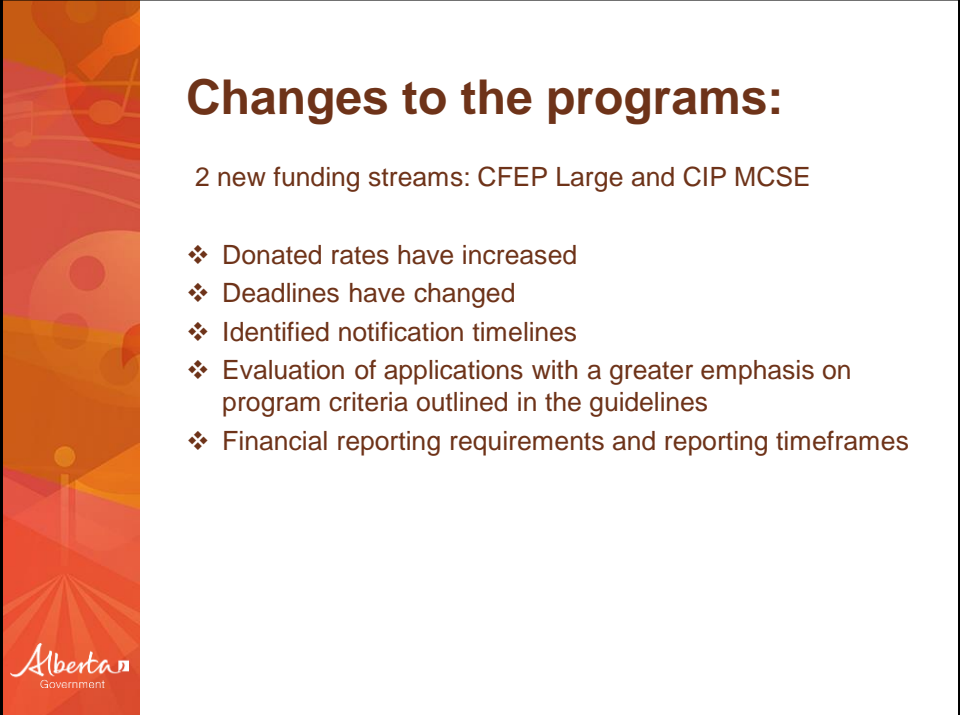
| | Project-Based | Operating | International Development | Major Cultural & Sports Events (MCSE) |
|--|--------------------------------------|--------------------------------------|--------------------------------------|---------------------------------------|
| Application Deadlines 2018-19 moving forward | January 15 May 15 September 15 | January 15 May 15 September 15 | January 15 May 15 September 15 | April 1 October 1 |



Changes to the programs:

2 new funding streams: CFEP Large and CIP MCSE

- ❖ Donated rates have increased
- ❖ Deadlines have changed
- ❖ Identified notification timelines
- ❖ Evaluation of applications with a greater emphasis on program criteria outlined in the guidelines
- ❖ Financial reporting requirements and reporting timeframes



CFEP and CIP Program Notification

| | CFEP Small Funding Stream | CFEP Large Funding Stream |
|--|------------------------------------|---------------------------|
| Transition Period 2017-18 | March 2018 | |
| Notification Period 2018-19 moving forward | July 15 November 15 March 15 | March 31 |


| | Project-Based | Operating | International Development | Major Cultural & Sports Events (MCSE) |
|--|------------------------------------|------------------------------------|------------------------------------|---------------------------------------|
| Transition Period 2017-18 | March 2018 | March 2018 | March 2018 | January 2018 |
| Notification Period 2018-19 moving forward | July 15 November 15 March 15 | July 15 November 15 March 15 | July 15 November 15 March 15 | June 30 December 31 |



General Criteria:

- ❖ Projects must address a community-identified need and demonstrate community involvement.
- ❖ Projects that demonstrate limited public access or benefit will be given a lower priority.
- ❖ Organizations that do not have a sufficient amount of matching resources in place will be given a lower priority.






Additional Criteria:

- ❖ **Organization’s Capacity** - The organization must demonstrate its ability to execute the project
- ❖ **Project Viability and Financial Feasibility**
- ❖ **Project Benefits** - The organization must demonstrate that the project outcomes community benefit
- ❖ **Accessibility** – The organization must demonstrate how the project will provide broad access to the project
- ❖ **Community and Regional Need** – The organization must demonstrate project impact
- ❖ **Funding Considerations** – for the project (both internal and external)
- ❖ **Special Considerations** – Organizations should outline any special circumstances that could be considered.

Financial Accounting

| | CFEP Small Funding Stream | CFEP Large Funding Stream |
|---|-------------------------------|--|
| Project Completion and Financial Reporting Timeframe | 18 months from date of cheque | 30 months from date of the grant agreement |
| Grant Agreement | Embedded in application | Formal grant agreement upon approval |

| | Project-Based | Operating | International Development | Major Cultural & Sports Events (MCSE) |
|---|-------------------------------|-------------------------------|-------------------------------|--|
| Project Completion and Financial Reporting Timeframe | 18 months from date of cheque | 30 months from date of cheque | 30 months from date of cheque | 18 months from date of the grant agreement |
| Grant Agreement | Embedded in application | Embedded in application | Embedded in application | Formal grant agreement upon approval |





Community Facility Enhancement Program
Large Funding Stream
Small Funding Stream

Community Facility Enhancement Program Highlights

- ❖ **Bricks and mortar in Nature**
 With allowances for large capital equipment purchases
- ❖ **2 Funding Streams**
 - CFEP Small Funding Stream
 - CFEP Large Funding Stream 
- ❖ **Organizations are limited to one capital grant per fiscal year**
 This is inclusive of all the Community Grant programs
- ❖ **Primarily matching grant programs**
 Non-match up to \$10,000 under CFEP Small Funding Stream 



Who can apply for funding?

Provincial Legislation:

- *Agriculture Societies Act*
- Part 21 of the *Business Corporations Act* – Extra Provincial Corporations
- *Cemeteries Act or Cemetery Companies Act*
- Part 9 of the *Companies Act* (non-profit)
- *Libraries Act*
- *Societies Act*
- *Special Act* of the Alberta Legislature

Federal Legislation:


- *Special Act* of the Parliament of Canada
- *Canada Not-for-profit Corporations Act* and must be registered in Alberta under the *Business Corporations Act*
- *Income Tax Act* (of Canada operating in the Province of Alberta (charities))

Other:


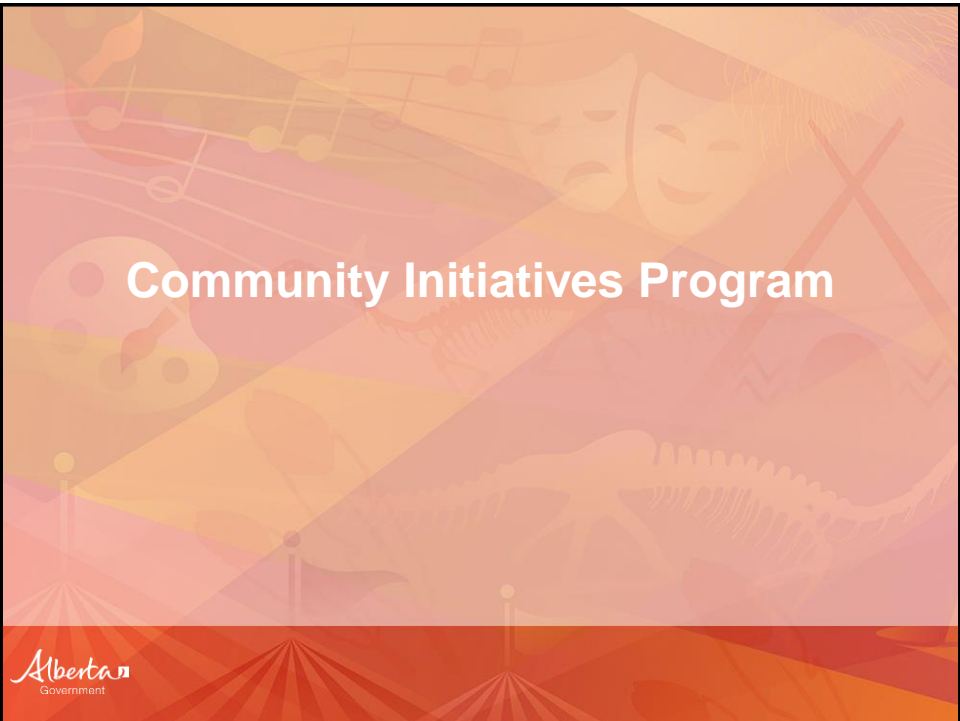
- First Nations and Métis Settlements
- Foundations established and regulated under the *Regional Health Authorities Act*
- Universities, colleges and institutes as defined under the *Post-secondary Learning Act*




| Community Facility Enhancement Program | | |
|--|--|--|
| | CFEP Small Funding Stream | CFEP Large Funding Stream |
| Funding Range | Up to \$125,000 | \$125,001 - \$1 Million |
| Application Deadlines | 3 intakes per year: January 15, May 15, September 15 | One time per year: October 1 |
| Project Completion and Financial Reporting Timeframe | 18 months from date of cheque | 30 months from date of the grant agreement |
| Application Package | Application Form Project Budget Template Checklist for supporting mandatory documents. | Application Form Project Budget Template *Business case including five year operational plan and budget required. Checklist for supporting mandatory documents. |
| Grant Agreement | Embedded in application | Formal grant agreement upon approval |



| Section F | Attachments Checklist |
|---|-----------------------|
| <p>Mandatory information required:</p> <ul style="list-style-type: none"> • Complete sections A through F of the CFEP Small Funding Stream Application Form and Budget Page (Section E) • Financial Statement – signed by two legally authorized representatives of the Organization • List of Executives – including names, titles, daytime phone numbers and/or email addresses • Letter of Support from the Titleholder (when applicable) • Estimates, supplier quotations or sources of estimates • Signed grant agreement (see page 8) • Third Party letter (when applicable) <p>Additional information that may be requested:</p> <ul style="list-style-type: none"> • Letters of support from the community • Letter of support from the municipality when applicable • Copy of a lease agreement and/or user agreement (when applicable) • Feasibility study, business case • Current bank statement(s) • Donated-in-Kind details, including letters from donors, for donated labour, materials and/or equipment | |

Community Initiatives Program




Community Initiatives Program Highlights

❖ 4 Funding Streams

- Project – Based
- Major Cultural & Sports Event 
- Operating
- International Development

❖ Priorities vary between the funding streams

❖ Organizations are limited to one capital grant per fiscal year and one non-capital grant per fiscal year

With exceptions under MCSE 

❖ Primarily a matching grant program

Non-match up to \$10,000 under CIP Project-Based

Who can apply for funding?

Provincial Legislation:

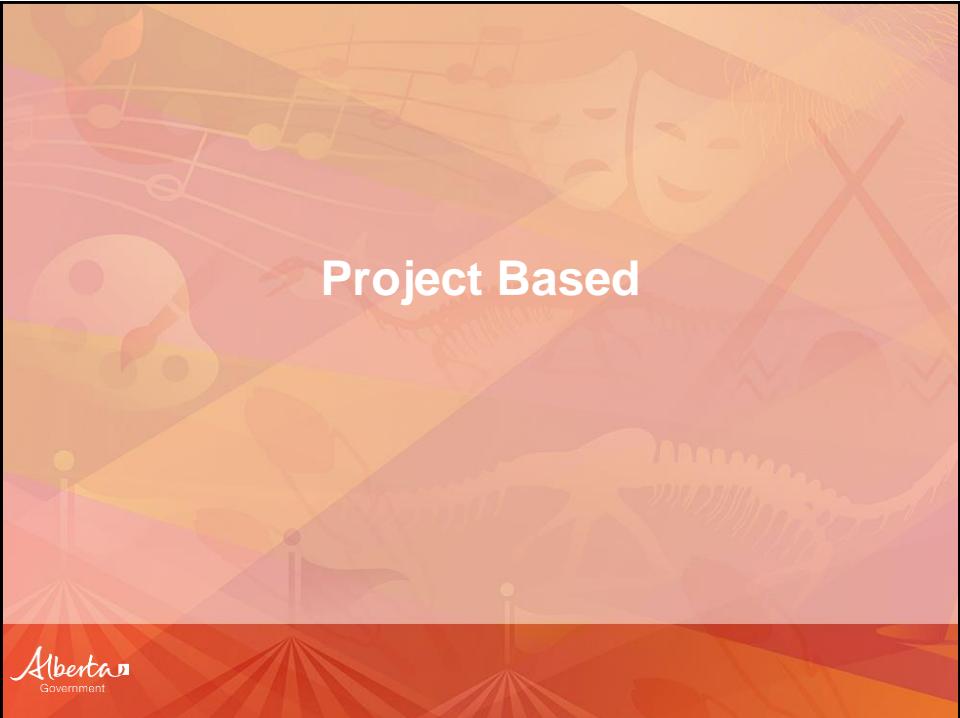
- *Agriculture Societies Act*
- Part 21 of the *Business Corporations Act* – Extra Provincial Corporations
- *Cemeteries Act or Cemetery Companies Act*
- Part 9 of the *Companies Act* (non-profit)
- *Libraries Act*
- ***Schools Act***
- *Societies Act*
- *Special Act* of the Alberta Legislature

Federal Legislation:

- *Special Act* of the Parliament of Canada
- *Canada Not-for-profit Corporations Act* and must be registered in Alberta under the *Business Corporations Act*
- *Income Tax Act* (of Canada operating in the Province of Alberta (charities))

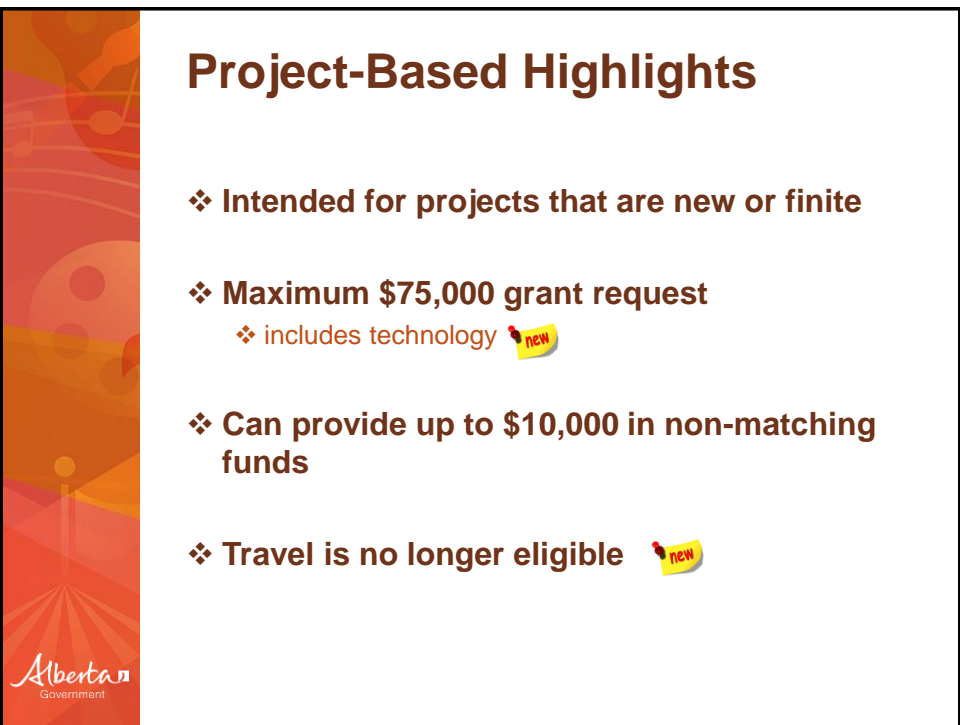
Other:

- First Nations and Métis Settlements
- Foundations established and regulated under the *Regional Health Authorities Act*
- Universities, colleges and institutes as defined under the *Post-secondary Learning Act*



Project-Based Highlights

- ❖ Intended for projects that are new or finite
- ❖ Maximum \$75,000 grant request
 - ❖ includes technology 
- ❖ Can provide up to \$10,000 in non-matching funds
- ❖ Travel is no longer eligible 





Major Cultural and Sport Events

A graphic with a vertical orange-to-red gradient bar on the left side. The text "MCSE Highlights:" is in bold brown. Below it is a list of five bullet points, each with a brown diamond icon. The Alberta Government logo is in the bottom left corner.

MCSE Highlights:

- ❖ The purpose of the program is to streamline processes and maximize limited funding for organizations applying through multiple sources within Alberta Culture and Tourism
- ❖ Maximum funding request of \$250,000
- ❖ Successful applicants will be required to enter into a formal grant agreement
- ❖ Matching program
- ❖ No capital expenses



Eligible Projects Include:

- National or international cultural events that are recognized by the respective governing body
- Sanctioned national or international amateur sport events recognized by national sport organizations or international federations. This could include national and world championships and world cup events.

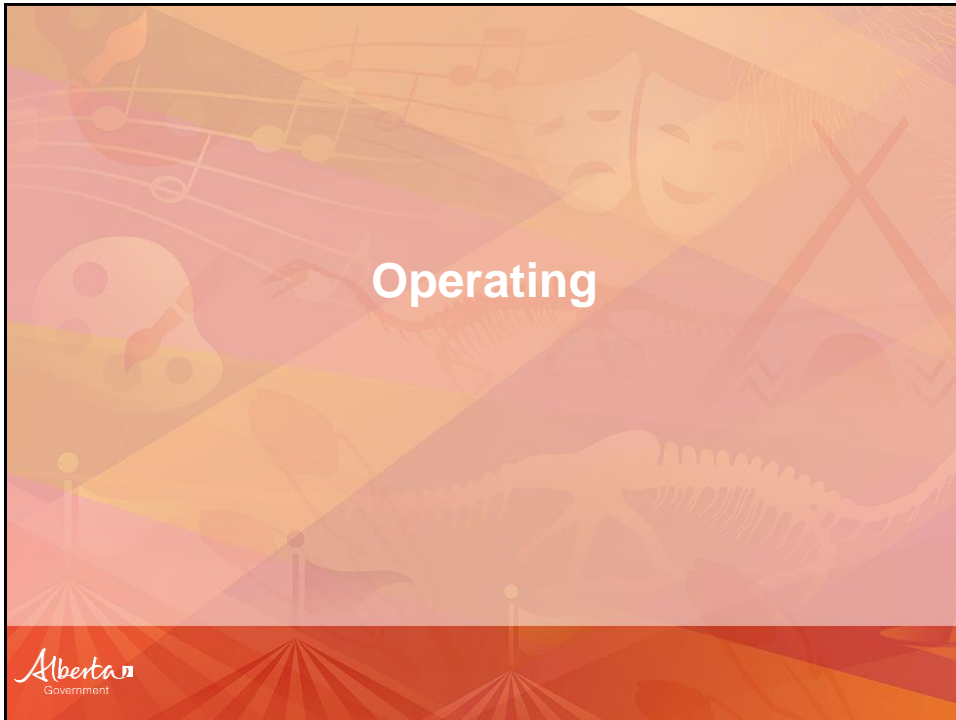
Ineligible Projects Include (not limited to):

- Events that are still in the bidding process
- Events that are being organized or delivered by for-profit organizations
- Professional events
- Local festivals or community events that are held annually or are part of an organization's ongoing operations
- International or national conferences, congresses, symposiums, or annual general meetings
- Multi-sport games
- Elementary, junior high, and high school sport championships



When should you apply?

- ❖ Organizations that are seeking funding for a winter cultural or sports event should apply for the April 1st intake
- ❖ Organizations that are seeking funding for a summer cultural or sports event should apply for the October 1st intake
- ❖ Funding notifications will be provided within three months of the prior deadline



Operating Highlights:

Supports core operations and capacity building for non-profit organizations whose mission, outcomes and activities align with three priority areas:

- **Enhancing the quality of life of Albertans by providing direct programs and services that address social issues.**
- **Creating equitable access to human, social and economic resources and services for all Albertans.**
- **Supporting community collaborations, involving multiple organizations to address broader human or social issues.**

Alberta
Government

Operating Highlights:

- Organizations must be registered for a minimum of 1 year
- Organization can request to spend the grant funds up to two years
- Organizations are eligible to apply once every 3 years from the date of approval
- Maximum core funding is \$60,000 (matching is required through community fundraising/donations and volunteer hours)
- Organizations that apply for core funding can also apply for organizational development funding up to a maximum of \$15,000 (non-matching)

Alberta
Government

International Development

Alberta
Government

International Development Highlights:

- Support is provided for projects in developing countries
- Applying organizations must be Alberta based, non-government, and small to medium based in size
- Maximum \$25,000 grant request
- Cash match only and based on donations made by Albertans to humanitarian projects



Contact Information:

CFEP, CIP Project-Based, MCSE, AB C150

Rural Alberta

Angela Schreiner: Angela.Schreiner@gov.ab.ca, 780.422.9578

Edmonton & Capital Region

Kristine Telenko: Kristine.Telenko@gov.ab.ca, 780.422.9574

Calgary and Area

Michelle Turnbull: Michelle.Turnbull@gov.ab.ca, 403.815.9193

CIP Operating

Winston McConnell; Winston.McConnell@gov.ab.ca, 780.422.2258

Lori Campbell; Lori.Campbell@gov.ab.ca, 780.427.0387

CIP International Development

Jackie Switzer: Jackie.Switzer@gov.ab.ca, 780.422.2315

www.culture.alberta.ca/community/community-grants



