

# LETHBRIDGE COUNTY

## COMMUNITY GRANT APPLICATION FORM

Lethbridge County is pleased to announce that grant applications are now being accepted for 2018-2019 projects - funding distribution to take place in July 2018.

**The deadline for receipt of applications is**

**Friday June 1, 2018 at 4:30 pm**

*Assistance with the grant applications is always available  
Please contact Brandi Doucette, Finance Assistant at 403-317-6051*

### GENERAL CRITERIA FOR GRANT ELIGIBILITY

- In general, priority is given to those applications which most benefit the residents of Lethbridge County and encourage improvement of facilities and participation in the community;
- Organizations that received grant funding in the prior year may not be eligible this year;
- Proposals should also include details regarding the purpose and intent of the project and should clearly identify the amount of funding being applied for;
- Funding is limited to a maximum of \$20,000 per application (limit of one application per organization/association);
- Grants are restricted to capital improvements and cannot be applied towards the operating expenses of a school, park or recreation facility;
- Projects could include costs for purchasing equipment to support cultural, recreational, sporting or historical projects, beautification projects, and facility upgrading and renovation projects;
- Applications should include details regarding total project costs, donated or volunteer labour, work, or materials, and any other funds raised;
- Project must be completed within 2 years of application or funding will be withdrawn.



## LETHBRIDGE COUNTY COMMUNITY GRANT APPLICATION FORM

### APPLICATION SUBMISSIONS

Completed application forms and supporting documentation can be submitted by one of the following methods:

- Electronic form – available on the County’s website: [www.lethcounty.ca](http://www.lethcounty.ca)
- In person or by mail:

Lethbridge County – Administration Building  
#100, 905 – 4<sup>th</sup> Avenue South  
Lethbridge, AB T1J 4E4  
Attention: Brandi Doucette, Finance Assistant

- By fax: 403-328-5602 Attention: Brandi Doucette, Finance Assistant
- By email: [bdoucette@lethcounty.ca](mailto:bdoucette@lethcounty.ca)

### QUESTIONS

Applicants are encouraged to contact the County office to clarify any questions.

#### Staff Contact:

Brandi Doucette, Finance Assistant  
Phone: 403-317-6051  
Fax: 403-328-5602  
[bdoucette@lethcounty.ca](mailto:bdoucette@lethcounty.ca)



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**SECTION – A:**

**ORGANIZATION INFORMATION**

Name of Project:

Organization Name:

Contact person for this request:

E-mail address:

Mailing Address:

City/Town:

Postal Code:

Daytime Telephone #:

Fax #:

Optional Telephone # if applicable:

Website address if available:

**AUTHORIZATION TO SUBMIT APPLICATION**

Name:

Date:

Signature of authorized Board Representative or Senior Staff:

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**SECTION – C:**

**PROJECT BUDGET (please include in-kind or donated expenses)**

Project Expenditures	Cost
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
<b>Total Project Expenditures</b>	\$
<b>Amount requested from the Lethbridge County Community Grant</b>	\$



**LETHBRIDGE COUNTY  
COMMUNITY GRANT  
APPLICATION FORM**

**PROJECT FUNDING (please include in-kind or donated contributions)**

Sources of Revenue	Assured	Potential	Total
Lethbridge County - Community Grant		\$	\$
Your organization:			
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
Government (please specify):			
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
Other (please specify):			
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
<b>Total Revenue</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

**SECTION – D:**

**ORGANIZATION BACKGROUND**

**Please provide information on the following (point form is acceptable):**

1. What is the mandate of your organization, including activities/programs offered?
  
  
  
  
  
  
  
2. Provide the number of full and part time staff and volunteers.
  
  
  
  
  
  
  
3. If applicable, provide the number of clients, audience, or members served on an annual basis.
  
  
  
  
  
  
  
4. Why is the service of the organization important to the community?
  
  
  
  
  
  
  
5. List grants previously received from Lethbridge County.

Year Received	Amount	Project Name
	\$	
	\$	
	\$	
	\$	