

Appendix A: Category 3 Funding Application Form

Name of Applicant (and Contact Person): _____

Phone #: _____ E-mail: _____

Mailing Address: _____

Name and Date of Event/Initiative: _____

Activity Type (please check one):

- Hosting a Charitable Event or Community Event/Celebration;
- Travel to a Provincial, National, or International Event representing Crowsnest Pass;
- Community Project or Initiative
- Other

Please attach a description of your initiative, including the following information:

- any marketing value or opportunities offered to the Municipality, and the impact of the initiative and its value to the community (e.g. volunteer contributions, anticipated attendance, etc.)
- if the event/activity is for youth, family, or adults (youth/family events and organizations receive preference over adult ones)
- total budgeted revenue, including a breakdown of funding sources (i.e. fundraising/donations, applicant contribution, grants, user fees or participant fees, etc.)
- total budgeted expenditures, including a breakdown of costs (i.e. transportation, accommodation, facility and equipment rental, food, entertainment, marketing/advertising, etc.).
- clearly identify the municipal facilities, equipment, services, and labor costs associated with the request (for assistance please contact Community Services — see below)
- provide a summary of any municipal grants received in the current fiscal year

Please Note: Recipients are required to provide a brief follow-up report, including an account of expenditures, to the Director of Community Services within 60 days of the applicant's funded/supported activities occurring. Grant recipients who do not provide adequate reporting may not be able to access future funding.

Applicant Signature: _____ Date: _____

Submit Applications to:

Joey O'Brien, Manager of Community Services

Phone: (403) 563-2214

Email: joey.obrien@crowstpass.com

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive a Council Grant. The information is collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy Act and **may become public information**. Questions regarding the collection of this information can be directed to the FOIP Coordinator at (403) 562-8833.