



## COMMUNITY INVESTMENT PROGRAM APPLICATION FORM

Organization Name \_\_\_\_\_

Organization Address \_\_\_\_\_

Community \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Contact Person \_\_\_\_\_

Telephone \_\_\_\_\_ Email Address \_\_\_\_\_

What is the nature of your group?

- Registered Society
- Registered Charity
- Non-profit group
- Ad Hoc group of citizens

If your group is registered, what is the date of incorporation? \_\_\_\_\_

Incorporation Number \_\_\_\_\_

Name of Event \_\_\_\_\_

Date of Event \_\_\_\_\_

Has this project applied for Community Investment Program funding before? (Circle one)  
YES                      NO

What is the total amount you are requesting from the County of Stettler? \_\_\_\_\_

Are you receiving any other additional financial assistance through grants or other sponsors?  
\_\_\_\_\_

If you are hosting an event, please indicate who can participate?

- Anyone can attend for free
- Anyone can attend for a fee

- Only members can participate but membership is free
- Only members can participate and there is a fee for membership
- Closed group (no ability to join)

**Attach a Letter of Request to this Application and include the following:**

Provide as much detail as possible to give a clear idea of what your event will include.

How will the grant funding be used?

Is the event or project available to all County of Stettler residents? Please provide details.

How many individuals will participate and directly benefit from your event?

Who will be served by your event?

Are there physical or financial barriers that would prevent anyone from participating in the event?

How will you promote your event to participants and/or the public?

How will you engage the community in your event?

Are there any other County of Stettler groups that will be contributing to the event? If so, please provide a brief overview of their contribution.

***Applicants who are awarded funding are required to acknowledge the County of Stettler as a sponsor of the event, this includes use of the County of Stettler logo on any marketing materials. A banner can be supplied and picked up for your event.***

I certify that the information provided on this application form is correct to the best of my knowledge.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title/Position

\_\_\_\_\_  
Date

The two annual Application Intake Deadlines are: December 31, 4:30 PM; OR May 31, 4:30 PM. Late applications are not considered but may be re-submitted for the next intake.

Before you submit, please confirm that you have completed all steps:

- Completion of the application form.
- Letter of request is attached.
- Copy of current event information, poster, or other relevant materials.

**SUBMIT THIS FORM AND ALL ATTACHMENTS TO:**

**recreation@stettlercounty.ca or**

**Deliver to County of Stettler Attn: Recreation**

**6602-44 Avenue, Box 1270, Stettler, AB T0C 2L0**