



Rural Cemetery Operational Assistance Grant

Information and Application Package

Yellowhead County has grant funding available to community groups who are operating a cemetery in the County. Applicants are encouraged to call the County with any questions regarding this grant application process.

Grant Criteria:

1. Eligible costs include but are not limited to such items as grass cutting, landscaping, insurance, lawn mower gas, septic pump-outs, and staffing (including volunteer labour).
2. There must be a clearly defined financial need for operational support.
3. A financial statement of the previous year must accompany the application.
4. The applicant must demonstrate self-help in the maintenance of the cemetery by providing a minimum of 50% of the costs of maintenance either through contribution of monies or volunteer labour, materials or equipment. Labour will be calculated at \$15 per hour and donated equipment with an operator at \$30 per hour.
5. Maximum funding from Yellowhead County cannot exceed 50% of the total maintenance cost to a maximum of the total actual paid expenditures.
6. An active cemetery must have a Final Certificate of Approval and must be open for burials to the general public of the local community or Yellowhead County residents to receive funding.
7. An inactive cemetery is not required to provide a Final Certificate of Approval.
8. An eligible cemetery cannot restrict the use of the cemetery to a particular religious or ethnic group to be eligible for funding support.
9. Major maintenance or capital expenditures will not be considered under this grant category.
10. The grant deadline for the Cemetery Maintenance Grant will be June 30th for funding in that given year.
11. Funding will be processed by administration up to the maximums allowed by the policy.
12. Funding requests above the maximums allowable will be prepared for Council review and decision.
13. All grant applicants shall:
 - Provide a complete application, including previous year financial statement.
 - Provide accounting for the funding received as required.
 - Receive no further grants until outstanding accounting is completed.

Send completed application to:

Cemetery Grants
Yellowhead County
2716-1st Ave., Edson
Alberta, T7E 1N9

Email: cread@yellowheadcounty.ab.ca
Fax: 780-325-3783
Phone: 780-325-3782 or 1-800-814-3935



Facility Type	FUNDING CRITERIA	<u>Maximum</u> Annual Funding
Category 1	Active cemetery 200 or more existing burials Maximum of \$5,000 considered as allowable expenses	\$2,500.00
Category 2	Active Cemetery 100 – 199 existing burials Maximum of \$3,000 considered as allowable expenses	\$1,500.00
Category 3	Active cemetery Less than 100 existing burials Maximum of \$2,000 considered as allowable expenses	\$1,000.00
Category 4	Inactive cemeteries - no burial allowed under the Cemeteries Act & Regulations Maximum of \$1,000 considered as allowable expenses	\$ 500.00



**CEMETERY MAINTENANCE
GRANT APPLICATION**

Name of Cemetery: _____

Name of Applying Organization: _____

Mailing Address: _____ Email Address: _____

Society/Cemetery Corporate Access #: _____

Legal Land Location: _____ Legal Land Owner: _____

Executive and Board Members:

Position	Name	Address	Phone	Email

Declaration of Officers:

In making this application, we, the undersigned officers of the above named organization, hereby represent to Yellowhead County and declare that, to the best of our information and belief:

- The information provided in this application is truthful and accurate.
- The application is made on behalf of the _____ (Name of Organization) with its full knowledge and consent.

Dated at _____, Alberta, this _____ day of _____, 20_____.

Signature of Chairperson

Printed Name

Signature of Treasurer

Printed Name



**CEMETERY MAINTENANCE
GRANT APPLICATION (continued)**

1. Is your cemetery active (accepting burials) or inactive (not accepting burials)? _____
2. If yes, how many interments were completed in the past year? _____
3. How many existing burials are in your cemetery? _____
4. Identify restrictions, if any, on who can be buried in your cemetery:

5. Are you submitting your application using _____ previous year actual expenditures or _____ current year estimated expenditures?

Note: if you are using previous year's expenses for your application, you will not need to provide a further financial accounting of those expenses as your financial statement will verify your expenditures. If you are submitting your request based on current year's estimated expenses you will need to submit a year-end accounting of expenditures.

6. Expenditures:

Donated labour and materials:	\$ Amount	
Volunteer Labour and equipment @\$30/hr x _____ hrs		
Volunteer Labour @\$15/hour x _____ hours		
Donated materials (list)		
Total Donated Labour and Materials		A)
Paid expenditures:	\$ Amount	
Total Paid Expenditures		B)
Total Donated and Paid Expenditures (Line A + Line B)		C)
Grant Request (cannot exceed 50% of line C to a maximum of Line B)		D)

For Office Use Only:

Facility Type	Category 1	Category 2	Category 3	Category 4	Initial
Approved Funding					