



# Recreation Program and/or Event Grant Guide



# Overview

## What is the Yellowhead County Recreation Program and/or Event Grant?

The Yellowhead County Recreation Program / Event Grant Program provides funding to registered not-for-profit community groups and societies that provide cultural, fitness, sport, or other recreational programs and events that clearly benefit Yellowhead County residents.

Grants will be awarded based on the applicants having met the guidelines and criteria of the Program and on the funds available through the annual Yellowhead County budget.



## What Projects Might be Funded?

The Recreation Program / Event Grant is intended to support project-based initiatives in the areas of:

1. Recreation and Sport for:

- Children
- Youth
- Adults
- Seniors

2. Arts and Culture

3. Healthy Living



## Grant Guidelines

1. Applicants should contact a Yellowhead County Recreation staff person to discuss the project before grant application.
2. Applications are reviewed and grants awarded every quarter, with application deadlines on March 31st, June 15th, September 30th and December 31st each year.
3. Applicants can expect a response to their grant request 4-6 weeks from the application deadline.
4. Applicants are responsible for completing a Program / Event Grant application for each project. All sections of the application must be completed.
5. The application(s) must be accompanied by:
  - a) particulars of the current executive and/or board of directors of the organization,
  - b) evidence that the organization is in good standing under a non-profit societies act,
  - c) proof of liability insurance coverage.
6. Community groups that are not registered may have a registered not-for-profit organization apply on their behalf. That organization must be eligible under the guidelines and funding criteria of the Program and must take full legal and financial responsibility for the grant funds approved.
7. A financial accounting and event summary must be submitted within six (6) months from completion of the program / event.

## Funding Criteria

Due to limited funds and an anticipated large volume of applications annually, grant funding awarded may be less than that sought by the applicant(s) and not all organizations meeting the established criteria will obtain recreation program/event funding.

In any event:

1. There must be a clearly defined need for financial support.
2. The applicant should be able to demonstrate self-help for the project.
3. Retroactive funding will not be considered.
4. Grant funding will not exceed \$2,200 per application unless the applicant can demonstrate a special need.
5. Ineligible expenses include but are not limited to:
  - a. Capital purchases
  - b. Utility expenses
  - c. Honorariums
  - d. Food purchases
  - e. Dance bands
6. The program or event is to benefit Yellowhead County residents. These benefits may include, but are not limited to:
  - a. Increased fitness
  - b. Community leadership development
  - c. Community building
  - d. Healthy lifestyle activities for children and youth.



For further information about the Recreation Program/Event Grant, please contact Derek Starnes with our Parks and Recreation Department.



# Contact Us

Submit completed grant applications to Recreation Program/Event Grant at:



**Website**

[www.yhcounty.ca](http://www.yhcounty.ca)



**Address**

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**E-mail**

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