

Phone Number(s) (C) (H)	Email Address
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Please provide the motion from your board that was made to approve this request for funding.

Briefly describe your organization/society's purpose, function and the service it provides to the community.

Are you able to attend or present your application at a Council meeting? Yes No

Attendance at a meeting to answer questions will greatly assist Council's decision in providing funding for your organization, event or activity.

Have you ever received funding from the Town of Fox Creek prior to this application?

Yes No

If yes, when & why?

Target Population

- Children/Youth Adults Seniors Families Other

Number of volunteers involved

Are events open to the public?

- Yes No

Please indicated what publication and media tools you would be using to promote events

- Brochure Posters/Flyers Information Booklets Social Media
 Website Radio Local Newspaper Other

Town of Fox Creek logo on marketing material must be approved prior to printing

Please specify the amount of funding that has been requested or granted from other community partnerships, organizations or government sources.

Please describe other fundraising efforts your organization has done to raise funds to support your organization. The grant should not be considered as the primary source of funding for the organization.

Please provide any additional information that will assist to support a funding decision.

Please provide how the Town of Fox Creek's funding contribution will be recognized.

Timeline and estimated completion dates for any projects (Funding is subject to the completion of the projects within the timelines provided unless otherwise granted prior approval).

Please explain how your organization plans to be sustainable after funding.

Part C – Operating Budget

EXPENSES	DESCRIPTION	AMOUNT
Facility Rental		
Marketing and Promotion		
Materials and Supplies		
Volunteer Expenses		
Equipment		
Other		
TOTAL EXPENSES		

REVENUE	DESCRIPTION	AMOUNT
Membership Income		
Program / Event Fees		
Donations		
In-kind Support		
Provincial Grant Allocations		
Federal Grant Allocations		
Fundraising Income		
TOTAL REVENUE		

Note – if budget shows a surplus (excess of revenue over expenses), a statement of intended use must be included in this application.

Part D - Application Checklist

Description	Attached (please check)
Completed application form	<input type="checkbox"/>
Most up to date financial statements including: <input type="checkbox"/> Balance sheet <input type="checkbox"/> Income statement <input type="checkbox"/> Recent bank statement	<input type="checkbox"/>
Most current year end financial statements (AGM Board approved) including: <input type="checkbox"/> Budget sheet <input type="checkbox"/> Income statement	<input type="checkbox"/>
Price quotes or estimates on any expenditures	<input type="checkbox"/>
Any other information which would assist in the evaluation of your grant request	<input type="checkbox"/>
A budget for any project/events	<input type="checkbox"/>
The grant application is signed by a President/Chairperson and a separate board member	<input type="checkbox"/>

Declaration: I declare that all of the information in this application is accurate and complete, and that the application is made on behalf of the organization with its full knowledge and consent, and complies with the requirements and conditions set out in Town of Fox Creek Policy No. P051-2014. The current President or Treasurer of the organization must sign this application.

Signature of President or Treasurer

Name (please print)

Signature of Board Member

Name (please print)

Town of Fox Creek, 102 Kaybob Drive, PO Box 149, Fox Creek, AB. T0H 1P0
780-622-3896 (O) 780-622-4247 (F)

Grant Amount requested:	\$
Grant amount requested represents what % of your total operating budget?	

Town use only	
Grant Amount Awarded	\$
Motion #	