



Bonnyville

TOWN OF BONNYVILLE



GRANTS AND FUNDING GUIDE



How to Use This Guide

This document is intended to be a summary of the available funding opportunities offered to individuals and non-profit organizations by the Town of Bonnyville.

This document contains:

- a) Table of Contents;
- b) A listing of programs, followed by a more detailed description of the program requirements. However, these descriptions may not contain all the requirements.

If you are interested in applying for funding, please contact the Town of Bonnyville for additional information to ensure you meet all the requirements.

This Guide is provided for informational purposes only. The requirements outlined herein do not necessarily reflect all the requirements.

In cases of inconsistencies between this document and the actual requirements outlined by policy, the actual requirements shall prevail.

Funding rules and conditions subject to change without notice. Please consult the actual requirements before applying.

Programs may not always be available.

Council may approve funding for any program in a manner that differs from the program requirements.

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Addresses funding requests that are not suited for existing grant programs. This covers both small and large requests. Normally, smaller requests are considered for up to \$1,000.

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Offers funding to organizations for project-based funding to support recreational and cultural outcomes.

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This program provides funding to organizations that have a social service mandate. Funding may be project-based, program-based, service-based, or to support operating expenses.

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Offers funding to organizations to support events held in the Town of Bonnyville. The goal of this program is to support existing high-profile events, and to encourage new ones.

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Addresses funding requests for events and other fundraising initiatives. This is a simplified way for organizations to request funding for events if they do not qualify for the Event Grant Program.

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Offers funding to organizations with facilities that deliver recreational or cultural services. This funding supports annual operating expenses.

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Addresses funding requests for the Town of Bonnyville based sports teams, as well as individual Town of Bonnyville athletes to attend provincial, national, or international competitions.

Town of Bonnyville Grants and Funding Details

Ad Hoc Grants

Application Submission Deadlines:

- Applications for funding requests under \$1,000 can be submitted throughout the year.
- The application deadline for funding requests over \$1,000 is August 31.

Eligible Activities:

- This program is intended for activities that are not addressed through other grants.
- Small funding requests by organizations should focus on youth, seniors, disadvantaged groups, celebrate a significant milestone, or contribute to economic development or tourism in the Town of Bonnyville
- Small funding requests by individuals will normally be limited to supporting attendance costs of unique educational opportunities or other similar things.
- Large requests over \$1,000 will be considered on a case-by-case basis.

Funding Levels:

- Requests by individuals will normally be considered for up to \$200.
- Requests by organizations will normally be considered by Administration for up to \$1,000 and Council in excess of this amount.

Funding Evaluation:

- Requests will be reviewed and approved on a case-by-case basis.

Reporting Requirements and Grant Compliance:

- Large requests will have reporting requirements and require a formal agreement.

Examples of Ad Hoc Grants in the Past



The BEAUTIFICATION Program



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Call Community Futures Lakeland
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Grants, generously provided by the
Town of Bonnyville



Town of Bonnyville Grants and Funding Details

Capital Projects Assistance Grant

Application Submission Deadlines:

- The application deadline is August 31.
- Multiple applications may be submitted.

Organization Requirements:

- The organization must be a cultural or recreational organization.
- The organization must own a facility or have a long-term lease.
- The organization must be an incorporated non-profit organization open to the general public.

Eligible Activities:

- The project must improve or maintain the delivery of cultural or recreational services.
- Funding, other than Town funding, must be secured at the time of the application.

Eligible Expenses:

- The expenses cannot occur prior to the submission of an application.

Funding Levels:

- The grant may support up to 50% of eligible costs.
- In-kind can be used to match the grant.

Funding Evaluation:

- Projects that preserve existing service levels are prioritized (e.g., necessary and major repairs such as re-roofing projects).
- Other projects are ranked based on need and effectiveness, use of other funds, and previous funding awarded.

Reporting Requirements and Grant Compliance:

- Organizations must provide a final report 3 months following the project completion date.

Capital Project Grant Recipients



Town of Bonnyville Grants and Funding Details

Community Development Grant

Application Submission Deadlines:

- The application deadline is August 31 for requests exceeding \$5,000.
- Smaller requests may be submitted throughout the year.
- Only one application may be submitted per year.

Organization Requirements:

- The organization must be an incorporated non-profit social service organization based in the Town of Bonnyville.
- The organization is not political or religious in nature.

Eligible Activities:

- A variety of activities may be funded, including projects, programs, services, or operating costs. *Events are ineligible.*
- **Only requests that are not a good fit for the Town's FCSS grant are eligible to apply. Organizations should first discuss their project with the Town's FCSS Department.**

Eligible Expenses:

- Funding cannot normally be for retroactive costs.

Funding Levels:

- For large requests, there is no specific limit on requests.
- The total available funding for the program, as well as the relative evaluation of other applications, will determine how much funding is recommended for any one request.

Funding Evaluation:

- Administration will make a recommendation on requests based on: need, outcomes, the organization's financial need, and other relevant considerations.

Reporting Requirements and Grant Compliance:

- Organizations must provide a final report 90 days following the project completion date.

Current Recipients of Community Development Grants



Town of Bonnyville Grants and Funding Details

Event Grant Program

Application Submission Deadlines:

- Applications must be submitted prior to the event. The amount of time depends on the event type (typically 2 to 6 months).

Funding Levels:

- The funding depends on the type of event. Local events are eligible for up to \$5,000.
- Organizations can apply only once per year, in addition to Signature Events.
- Events will only be funded up to 3 times. This does not include Signature Events.

Organization Requirements:

- The organization must be an incorporated non-profit organization.

Eligible Activities:

- Events must take place in the Town of Bonnyville or Town of Bonnyville Catchment Area.
- The event must be open to the public in a meaningful way.
- The event must support economic growth, recreation and wellness, communication strategy, value added services or service excellence.

Eligible Expenses:

- Only some expenses of the host organization may be supported by the grant or used for cost matching.

Funding Levels:

- The grant may support up to 50% of eligible expenses. Eligible in-kind can be used to cost match, but grant funding will not exceed eligible cash expenses.

Reporting Requirements and Grant Compliance:

- Organizations must normally complete a final report 3 months following the event.
- Unspent grant funding may need to be returned to the Town.

Past Grant Events



Ronald McDonald
House Charities®
Alberta

WINTERLAND
- Invitational -

Town of Bonnyville Grants and Funding Details

Event Sponsorship and Donations

Application Submission Deadlines:

- There is no submission deadline. However, requests should be submitted before the event happens.
- Please visit the Town website to see what should be included in a funding request.

Applicant Requirements:

- There are no specific requirements.
- Requests can come from organizations or individuals. However, individual requests must still be for an organized recreational group.

Eligible Activities:

- Requests should be an event of some type, or a stand-alone fundraising initiative.

Funding Levels:

- Normally funding will be approved for up to \$1,500.

Funding Evaluation:

- Each request will be evaluated on a case-by-case basis.

Event Sponsorships



Town of Bonnyville Grants and Funding Details

Sporting Event Attendance Funding

Application Submission Deadlines:

- Requests may be submitted throughout the year. However, requests must be submitted prior to the event.

Eligible Activities:

- Only attendance costs to provincial, national or international sporting competitions are eligible.
- Competitions must take place outside of the Town of Bonnyville.
- Only sporting competitions for youth (under 18), seniors (over 65) or special needs competitions are eligible.
- The team/athlete's attendance must be secured before applying.

Eligible Expenses:

- Funding is provided to cover hotel and accommodation costs, travel expenses, and food and meals.

Applicant Requirements:

- Individuals requesting funding must have their primary residence in the Town of Bonnyville.
- Organizations requesting funding must be based in the Town of Bonnyville.
- Requests made by an organization must come from the governing Association they are affiliated with. Requests from multiple teams belonging to one governing sports association will not be accepted.
- Applicants can apply once per calendar year.

Funding Levels:

- Funding for individuals ranges from \$200 to \$600, depending on whether it is a provincial, national or international competition.
- Funding for an organization ranges from \$1,000 to \$2,000 depending on whether it is a provincial, national or international competition.

Past Sporting Event Grant Recipients





NORTH OFFICE EXPECTED