

Ward 2 Strathcona County

Building Strong Communities Initiative Councillor Neighbourhood Fund Information

WHAT IS THE *Building Strong Communities* INITIATIVE?

The *Building Strong Communities* initiative supports the communities of Ward 2 in carrying out projects that address Strathcona County's social, economic and environmental sustainability issues and advance the goals identified in Strathcona County's Social Sustainability Framework.

PROJECT SCOPE & FUNDING

Funds are available on an incremental basis for projects that address a specific community need, and that build and benefit a Ward 2 neighbourhood.

Project requests up to \$10,000 will be considered.

1. Applicants must leverage neighbourhood resources to match funding on a basis of a minimum of not less than 50% cash and/or sweat equity.
2. Projects must result in a product that benefits the neighbourhood.
3. The emphasis is on neighbourhood self - help.
4. Projects must be completed within a 12-month framework.
5. Project must not duplicate other existing programs in the ward.

NOT ELIGIBLE

1. Projects that duplicate an existing private or public program.
2. Funding will not provide ongoing operating budgets.
3. Conflict with existing municipal policy.
4. Items such as food, alcohol, out of municipality travel expenses.
5. Expenditures or financial commitments made prior to this agreement.

WHO CAN APPLY

Only applications from Ward 2 citizens will be considered.

1. Neighbourhood based organizations in Ward 2.
2. Ad hoc groups of neighbours who form a committee solely for the purpose of a specific project.
3. Applicant group may align themselves with other organizations to provide support and services. Eg of supporting partners are churches, schools and Not-For-Profit organizations, businesses.

The applicant group must have an open membership and must actively seek involvement from area residents and/or businesses.

NOT ELIGIBLE

1. Individual people or individual businesses.
2. Organizations: religious, political, government agencies, universities, hospitals, newspapers.
3. Applicants who have previously failed to successfully carry out a project.

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OBJECTIVES

Objectives of the *Building Strong Communities* initiative include but are not limited to:

1. Re-uniting & connecting neighbours to enhance a sense of neighbourhood belonging and pride.
2. Creating a feeling of community security and safety.
3. Encouraging 'grassroots' engagement by participants and 'ownership' of resultant projects.
4. Facilitating participation by citizens who wish to invest time, talent and effort into the community.
5. Utilizing good communication and inclusive engagement processes.
6. Acknowledging the diversity of the neighbourhood and capitalizing on this asset.
7. Supporting vulnerable populations such as lone parents, families, seniors and children.
8. Encouraging the creation or enhancement of neighbourhood associations/community leagues.
9. Ensuring that the project has a sustainable or legacy component.

TYPES

Projects could include but are not limited to:

1. Creating gathering or meeting place opportunities.
2. Special events that promote the area and offer an opportunity for the community to come together and celebrate - inspiring community communication and connections.
3. Activities supporting and involving seniors and youth.
4. Learning or skill development projects.
5. Neighbourhood and public safety & security enhancement.
6. Celebration of multicultural connections/awareness.
7. Advancing arts in the community.
8. Focusing on the history of the area.
9. Recreation programming.
10. Beautification and cleanliness such as graffiti eradication and parkland clean up.
11. Building community capacity such as neighbourhood gardens.

FUNDING REQUIREMENTS

For every dollar requested, the community must provide at least a dollar of match. The matching resources may be in the form of cash, donated professional services, materials, or volunteer labour. Applicants must keep records of all eligible match expended. All matching resources must be directly related to the planning and implementation of the project.

Match pledge forms should be submitted with application forms.

Documenting matching resources is critical:

1. The amount and type of match must be appropriate to the needs of the proposed project. The applicant must be prepared to justify that each element of the match is required to complete the proposed project.
2. At least 25% of the match must come from the neighbourhood itself.
3. Projects may start counting match as soon as an application is submitted.
4. Volunteer timesheets are required as a part of the process.

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REIMBURSEMENT

Because funding is based on the Ward 2 Councillors Discretionary Fund, which is derived from public funds, the process of obtaining those project funds is as follows:

1. Successful applicants will obtain their money based on the work plan and budget proposed in the application.
2. The money may be provided in instalments.
3. Payment will require with receipts, invoices and/or quotes.

INSURANCE

The municipality will not be held liable or responsible for any injuries to volunteers or others as a result of working on the project.

You may be requested to purchase commercial general liability insurance for your project if there is considered to be risk in order to limit risk to all participants.

SELECTION PROCESS

A Selection Committee will evaluate applications based on the objectives. All projects will be notified within 30 days of receipt of application.

Project representatives will be invited to make a presentation.

PROJECT REPORTING

All successful candidates must submit a report that describes the completed project and verification of expenditures. Applicable copies of receipts must be submitted.

APPEALS

Appeals must be received within one month of notification or rejection of award. A letter outlining your rationale for appeal must accompany your appeal.

CONTACT

For more information contact: Councillor Roxanne Carr
Ph: 464-8002; e mail: carr@strathcona.ab.ca

E-mail and website version of application is available through www.strathcona.ab.ca
[Click onto Council, Ward 2](#)

**Ward 2 Strathcona County
Building Strong Communities Initiative
Ward 2 Councillor Neighbourhood Fund
Application**

PROJECT NAME
COORDINATOR - NAME AND CONTACT INFORMATION
PROJECT PARTICIPANTS - ALL NAMES AND CONTACT INFORMATION
(Continue on another page if more space required)
AMOUNT OF FUNDING REQUESTED
HOW WILL THIS BENEFIT YOUR NEIGHBOURHOOD?

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DESCRIPTION

Provide a detailed description of the proposed project (max. 500 words) including:

1. How will project address the goals and objectives of the *Building Strong Communities?*
2. How did project originate?
3. Describe how neighbourhood/residents & other groups will be directly involved in planning and implementation.

TIMELINES

Start date _____

Completion date _____

Report and financial reconciliation date _____

WORKPLAN

Key Activity	Completion Date
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	

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ADDITIONAL PROJECT APPLICATION QUESTIONS

Is this to be a one-time project? yes no

Is this to be an ongoing project (i.e. over the course of more than one year)? yes no
If 'yes', for how long?

If this is to be an ongoing project is it sustainable without additional funding from the “Building Strong Communities” initiative? yes no

Does this project include the fabrication of physical structure(s)? yes no
If 'yes', describe ongoing operation and maintenance responsibilities, future funding sources, costs, person(s) responsible etc.

Are there any anticipated legal liabilities associated with this undertaking? yes no
If 'yes', the project proponents will be required to demonstrate that appropriate precaution(s) are in effect and the required level of liability insurance has been or will be acquired.

Have all participant health and safety regulatory requirements been considered? yes no
If 'no', please explain.

Will this project yield durable and/or lasting outcomes? yes no
Briefly describe why or why not.

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Are there any additional aspects of this project that make it unique or sufficiently attractive to the residents of Ward 2 and/or the citizens of Strathcona County to warrant special consideration for funding under the “Building Strong Communities” initiative?

Describe/define the measures of success associated with this undertaking, and how they will be undertaken and reported.

Describe how and when the results/outcomes of this project will be communicated to the “Building Strong Communities” Committee, the residents of Ward 2 and other interested parties.

Thank you for your careful consideration of all application requirements.

Selection Committee,
Building Strong Communities Ward 2
c/o Councillor Roxanne Carr
Strathcona County
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