

Mailing address: 2001 Sherwood Drive, Sherwood Park AB T8A 3W7
Office: 2nd Floor, East Wing Community Centre, 401 Festival Lane Sherwood Park, AB T8A 4X3

The Community Change Grant supports innovative ideas in the community and inspires groups of citizens to be more active and civically engaged.

Grants of **up to \$2,000** are available to support projects and ideas that promote positive social change and community safety and well-being in Strathcona County. Groups of citizens and formal/informal community groups are eligible. The Social Framework Grants team is available between April 2 - April 25 to answer questions.

Funds must be spent between June 1 – December 31, 2025

Applicants for a Community Change Grant will adhere to the following guidelines:

- ☐ All applicants must be residents of Strathcona County.
- ☐ Project must occur in Strathcona County.
- ☐ Applicants (whether an organization or several individuals) must be from at least THREE different households and the individual receiving the funds must be over 18 years old.
- ☐ Only one application per group and/or per project will be considered.
- ☐ Eligible applicants include groups of individual citizens, and formal or informal community groups.
- ☐ If the project will take place on condo property, ensure permission from the condo board association is obtained before submitting an application.
- ☐ All applications will be assessed by the Grants Review Team and funding will be allocated based on criteria and priorities.
- ☐ Priority will be given to projects that further the outcomes of the Strathcona County [Social Framework](#) and promote community safety and well-being.
- ☐ Priority will be given to new projects, or those that identify a new component to a previously approved project.
- ☐ Projects must adhere to all local laws and bylaws with required permits and liability insurance in place. Successful applicants will be encouraged to consult with applicable resources in Strathcona County for guidance.
- ☐ All projects must follow local health and safety requirements at the time of using grant dollars.
- ☐ Recipients are encouraged to support local businesses and purchase materials in Strathcona County when possible.
- ☐ Tag Strathcona County in social media posts.
- ☐ A final report is due within 30 days of completion of the project. The final report template is pages 10 and 11 of the application.
- ☐ As Strathcona County is not the organizer of the project, it is not appropriate to feature Strathcona County's logo on project-related material. Grant recipients are encouraged to use the phrase "funded in part by a Strathcona County Community Change Grant."
- ☐ If your application is better suited to a Community Connection grant, the Grants Team will contact you.
- ☐ A second call for proposals may occur in the fall of 2025, pending funding availability.
- ☐ Refer to the [website](#) for additional information.

What is/is not eligible?

- ☐ Expenses incurred prior to June 1, 2025 are not eligible.
- ☐ Expenses must align with the project.
- ☐ Grant funds cannot be used for any purpose other than a public purpose and may not support or promote political activities, private interests, advocacy, or proselytizing.
- ☐ Grant funds cannot be used for the purchase of alcohol, cannabis, capital expenses, infrastructure (buildings), for private gain or as a fundraiser for other projects.
- ☐ Organizations, projects or activities that are primarily mandated with a recreation or sports focus do not qualify.
- ☐ Businesses and for-profit organizations are not eligible for funding.
- ☐ Community Change Grants are project-based initiatives. This grant is not intended to support activities where the primary purpose is a block party or neighbourhood gathering.
- ☐ Applicants must have no outstanding granting reports due to Strathcona County Family and Community Services.

For more information, check the website at strathcona.ca/communitygrants or by phone at 780-464-4044.

Application Deadline: May 1, 2025
Late applications may not be considered.

Collection and use of personal information

Personal information is collected under the authority of s. 33(c) of the *Freedom of Information and Protection of Privacy Act*, and will be used to manage and administer the Community Grants Program. Please be aware that the project title, description, grant value and number of beneficiaries may be made public. If you have any questions regarding the collection, use or disclosure of information, contact the Supervisor, Family and Community Services Finance at 780-464-4044.

PART A – Application Information

A1. Funding Amount Requested \$ _____
(Maximum of \$2,000)

A2. Project Title (up to 10 words)

A3. Describe your project. What will you do? If this project has been funded in the past, describe any new components. (150 words)

A4.a Where will your project occur?

A4.b When will your project occur? Provide start and end dates.

A5. How will your project be inclusive? How will it engage a variety of Strathcona County residents? (75 words)

A6. What is unique about your project? What led to this idea? What community need(s) are you meeting?

Part B – Alignment and Impact

B1. Which [Social Framework](#) outcome does your project best align with? Choose one.

- ☐ Affordability
- ☐ Access to programs and services
- ☐ Safety
- ☐ Connectedness and Inclusion

B2. Describe how your project will directly impact your chosen outcome and contribute to positive social change in Strathcona County. What will your project achieve? What will success look like for your project? (150 words)

B3. Will your project have any lasting impacts? Consider the long-lasting effects on people, groups, processes, or situations in Strathcona County, beyond the completion of the project? (100 words)

B4. How will you evaluate the success of your project? (100 words)

Part C – Budget

C1. If you are not awarded full funding, how would you adjust or scale back your project?

C2. Describe how you and the other applicants will contribute to the project. Consider financial, volunteer hours or goods in kind contributions.

Provide any additional relevant information. (150 words)

BUDGET INFORMATION

Indicate all revenues and planned expenditures for this project. This information can also be included as an attachment.

| | | |
|---|----------------|---------------|
| REVENUE and RESOURCES (Money in) | <u>Source</u> | <u>Amount</u> |
| | | \$ |
| | | \$ |
| | TOTAL REVENUE | |
| EXPENDITURES (money spent) (Include and summarize project supplies, rentals, insurance/ permits, etc.) | <u>Item</u> | <u>Amount</u> |
| | | \$ |
| | | \$ |
| | | \$ |
| | | \$ |
| | TOTAL EXPENSES | |

Name of individual responsible for the funds (person named on the cheque and responsible for the final reporting):

Name _____

Application Deadline: May 1, 2025
Late applications may not be considered.

If you require information or assistance, email socialframeworkgrants@strathcona.ca or phone 780-464-4044. We are located at 2nd Floor, East Wing Community Centre, 401 Festival Lane, Sherwood Park, AB. Mailing address is 2001 Sherwood Drive, Sherwood Park, AB T8A 3W7.

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APPLICANT INFORMATION – Applicants (whether an organization or several individuals) must be from three different households and the individual receiving the funds must be over 18 years old.

| | |
|---|---------------|
| Applicant #1 (Primary contact/recipient who will receive the funds) | |
| Name | |
| Mailing Address (Include postal code) | |
| Contact Information | Phone Number |
| | Email Address |

| | |
|--|---------------|
| Applicant #2 | |
| Name | |
| Mailing Address (Include postal code) | |
| Contact Information | Phone Number |
| | Email Address |

| | |
|--|---------------|
| Applicant #3 | |
| Name | |
| Mailing Address (Include postal code) | |
| Contact Information | Phone Number |
| | Email Address |

By submitting your application, you agree to abide by the statements below.

- ❖ *If my project does not occur as described, I will contact Family and Community Services to return any unspent grant dollars by December 31, 2025, or to discuss alternatives.*
- ❖ *In accordance with the guidelines set forth in this application, I declare (on behalf of the other two above-named individuals) that the project identified adheres to all local laws and bylaws with required permits and liability insurance in place.*
- ❖ *If I speak to the media, I will recognize Strathcona County and the Community Change Grant as providing funds to support this project.*
- ❖ *I declare that I will monitor and abide by local health and safety requirements, at the time of using the grant dollars.*
- ❖ *I agree to submit a final report upon completion of my project. **Any outstanding final reports will prohibit the signatory from being considered for further grant funding until the report is received.***

Name _____

Signature _____ Date (YYYY-MM-DD) _____

Signed applications can be scanned and emailed to socialframeworkgrants@strathcona.ca

or mailed to:

Strathcona County Family and Community Services
2001 Sherwood Drive
Sherwood Park, AB T8A 3W7

APPLICANTS WILL BE NOTIFIED BY EMAIL

FINAL REPORT

Final reports (including receipts) must be submitted to Family and Community Services within **30 days** of completion of the project.

All unspent grant dollars must be returned to Strathcona County Family and Community Services by December 31, 2025.

Tag Strathcona County in social media posts.

Collection and use of personal information

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FINAL REPORT

The **Final Report** section is to be completed once your project is complete. Final reports (including receipts) must be submitted to Family and Community Services within **30 days** of completion of the project. All unspent grant dollars must be returned to Strathcona County Family and Community Services.

PROJECT DETAILS

| | |
|----------------------|--|
| Project Title | |
| Completion Date | |
| Primary Contact Name | |
| Address | |
| Phone Number | |
| Email Address | |

PROJECT SUMMARY

| | |
|--|--|
| Describe your project. | |
| How many people helped organize your project? | |
| How many volunteer hours were used to complete your project? | |
| Who benefited from your project? | |
| How many people benefited from your project? (#). How did they benefit? | |
| What were the results? What did your project achieve? | |
| What are the lasting impacts of your project? What difference did your project make? | |

FINANCIAL REPORTING

Complete the financial reporting in its entirety, including all original receipts.

| Revenue and Resources (money in, as well as in-kind donations) | Dollars Received | |
|--|---------------------------|----|
| | Community Change Grant | \$ |
| | Other Resources (specify) | \$ |
| | | \$ |
| | | \$ |
| | | \$ |
| | TOTAL REVENUE | |

| EXPENSES (money spent) | Dollars Spent | |
|-------------------------------|-----------------------|----|
| | | \$ |
| | | \$ |
| | | \$ |
| | | \$ |
| | TOTAL EXPENSES | |

Total amount spent \$ _____ Unspent amount returned \$ _____

I certify to the best of my knowledge that the final reporting information is correct.

Name Signature Date (YYYY-MM-DD)

Family and Community Services will contact the signatory responsible for the funds and reporting if there are any questions or concerns regarding this report.

Any outstanding final reports will prohibit the signatory from being considered for further grant funding until the report is received.

Mailing Address

Strathcona County
 Family and Community Services
 2001 Sherwood Drive
 Sherwood Park, AB T8A 3W7
socialframeworkgrants@strathcona.ca

Drop-off Address

Family and Community Services
 2nd Floor, East Wing Community
 Centre, 401 Festival Lane
 Sherwood Park, AB

If you require information or assistance, contact Family and Community Services by email socialframeworkgrants@strathcona.ca or phone 780-464-4044.

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