



EMBRACE THE OUTDOORS GRANT APPLICATION FORM

Organization Information		Application Date:	
Name of Non-Profit Organization:			
Provincial Incorporation Number: (AB Societies Act)		Date of Incorporation:	
Mailing Address:			
Contact Information			
Primary Contact:			
Email:			
Phone Number:			
Project Information			
Project Name:			
Project Location: (Address)		Ward:	
Brief Project Description: Clearly describe your outdoor activation idea and the impact it will have on your community. How will it encourage Calgarians to enjoy the outdoors?			
Project Timeline/Frequency: When will your project take place?			
Grant Amount Requested: Maximum \$5,000		Total Project Budget:	



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Other Considerations

<p>Detail your plans to execute your project? Will you need volunteers or additional resources?</p>	
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Project Budget

Total Project Budget:	
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Project Expenses: Please detail all of the anticipated expenses for the project (eg. Materials, equipment, etc.)	Total:
Total Project Expenses	



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The checklist below outlines the additional documentation required to complete your application.

Document Checklist		
Document:	Yes	No
Certificate of Incorporation		
Most Recent Annual Return or Proof of Filing		
Reviewed and agree to the Terms & Conditions attached		

*****Funding will be awarded on a first come first serve basis. Due to limited funds not all eligible projects will be approved for funding.***

One electronic application is required. Please submit applications to programs@parksfdn.com with subject line "Embrace the Outdoors -<ORGANIZATION NAME>".

Submitted by: _____

Date: _____

EMBRACE THE OUTDOORS GRANT TERMS AND CONDITIONS

Upon submission of the Embrace the Outdoors Grant (the “Grant”) application to Parks Foundation Calgary (the “Foundation”), the applying organization (the “Grantee”), whether successful or not in obtaining a Grant, agrees to the following Terms and Conditions:

1. The Grant funds will be distributed by the Foundation on a first come first serve basis, and due to funding limitations, not all eligible projects (“Project” and “Projects”) will be approved for funding.
2. It may take up to 14 days for applications to be reviewed. If your application is incomplete or requires further clarification this may result in processing delays and possible approval.
3. The Grantee agrees that funds will be used solely for the Project outlined in their Grant application form.
4. The Project must adhere to the most up to date public health and safety guidelines provided by the Alberta Government and The City of Calgary, on the date(s) the Project occurs.
5. Successful Grantees are responsible for obtaining any necessary City of Calgary approvals or permits for their Project.
6. Projects must be completed no later than April 30, 2024.
7. All successful Grantees are required to recognize the Parks Foundation Calgary and the City of Calgary as administrators and funders of the program. Grantees agree to promote their Project on social media with a minimum of 3 unique posts (Twitter, Facebook or Instagram) using the hashtag #yycoutdoors, as well as tagging @parksfdncalgary and @cityofcalgary.
8. Successful Grantees will receive their grant funds via cheque, mailed to the address on the application, within 14 business days of approval.
9. The Grantee agrees to report back to the Foundation no later than May 31, 2024, using the program reporting template provided. Reporting is to include how the funds were spent, and grant impact. Receipts must be included for all purchases related to the Project.
10. Projects will not be funded retroactively, meaning that the Project must take place on or after the grant application date.
11. Successful Grantees agree to complete a program evaluation survey provided by the Foundation, and a short testimonial on the impact their project had. Parks Foundation Calgary reserves the right to publicly share this information through a variety of mediums and assumes the recipient has disclosed the final usage of the items to the individuals included/recorded.
12. The Foundation reserves the right to request the return of granted funds in the event that the Foundation, at its sole discretion, determines that the Grantee did not comply with the Terms and Conditions of the Embrace the Outdoors Grant.