

# FCSS Building Bridges Grant Funding Guidelines

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## **Purpose**

To provide funding which aligns with the mission of Family and Community Support Services (FCSS)- strengthening the social well-being of the community. To engage residents and inspire action, by supporting community ideas and opportunities.

## **Definitions**

Social well-being can be described as:

- How people experience their connections with others and the strength of those relationships
- The extent to which a person feels a sense of belonging and social inclusion- a connected person is a supported person in society
- Lifestyles, ways of living together, value systems, traditions and beliefs that positively contribute to quality of life

## **Eligibility for Funds**

Those applying for funds must be:

- Individuals, or an informal group of individuals or neighbours or non-registered groups/ community organizations
- Residents of Banff or Lake Louise, consistently, for the past 6 months

\$11 000 of funds are available and may be given to applications that:

- Enhance community connections
- Relieve social isolation
- Welcome and involve a diverse groups of people
- Offer affordable opportunities and activities
- Demonstrate a grassroots, locally driven approach
- Encourage individuals or groups to become more involved in their neighborhoods and community
- Take people's ideas into action
- Create new opportunities and/or projects

## **Funds may support:**

- Rental or purchase of equipment
- Rental for space
- Advertising and/or promotion
- Supplies
- Food
- Incentives and/or prizes

- Honorariums
- Learning and leadership development opportunities

Examples of projects & initiatives:

- Neighbourhood events
- Cultural celebrations
- Green space enhancement
- Community special events

**Ineligible applications:**

- Applicants who have not met the responsibilities of a previously provided grant
- Those submitted for activities restricted to people of specific religious groups. *Note, churches may apply for projects that are open to the whole community.*
- Registered non-profit organizations, societies and charities – *please see Municipal Community Grants instead)*
- Those submitted by government bodies or businesses
- Expenses related to salaries, for profit ideas, annual fund-raising campaigns, debt retirement, alcohol or drugs

**Conditions:**

- Grant recipients shall spend grant funding solely for the purpose for which it was granted
- Grant recipients will be required to show proof of purchases and complete mandatory grant reporting to summarize their project or photo
- All information collected from the application is collected under the authority of the Freedom of Information and Protection of Privacy Act and will be used to determine qualification for the Municipal Community Grants program

**Application Requirements:**

- Applications must be submitted in the prescribed form
- Applications for project funding must include a project budget- showing proposed expenses and other revenues
- Applicants must provide complete information regarding program/project/event objectives, services provided, operating costs and financing details
- Applications must be submitted by the due date established for the funding year
- Late or incomplete applications will not be considered

**Application Review**

Applications will be reviewed and ranked by the Community Grants Committee, made up of five public members. Decisions will be made by the end of May and approved by Banff Town Council by the end of June. All applicants will be contacted regardless of the outcome.

The Committee will assess if the grant application:

- Fits within the grant criteria
- Benefits residents of Banff
- Aligns with Town of Banff’s current vision, goals and any other relevant Master Plans or strategic planning documents
- Provides project/idea timelines & budget
- Demonstrates an ability to deliver on the project/idea
- Supports a project/idea which meets community needs

**Ways to apply:**

- Complete an FCSS Building Bridges Grant application online at [Banff.ca/grants](http://Banff.ca/grants)
- Download and complete an FCSS Building Bridges Grant application from [Banff.ca/grants](http://Banff.ca/grants) and submit via email to [fcss@banff.ca](mailto:fcss@banff.ca)
- Pick up a paper copy of the FCSS Building Bridges Grant application at Banff Town Hall (110 Bear St.), Monday to Friday between 8:30am – 4:30pm. Complete and submit paper applications to this same location in person.

**Questions?**

Please contact the Community Development team with questions about your eligibility or the grant process- 403.762.1229 or [fcss@banff.ca](mailto:fcss@banff.ca).