

ENVIRONMENTAL INITIATIVES GRANT

APPEAL FORM

Appeals must be submitted within 10 business days of conditional funding notification

Funding Year _____

Submission Process

It is the responsibility of the appellant to deliver this completed Appeal Form to the attention of the Manager of Safe and Healthy Communities, The City of Red Deer, via email at environmental.initiatives@reddeer.ca no later than 10 business days from the date the funding notification was issued.

It is the responsibility of the appellant to verify that the submitted Appeal Form has been received.

CONTACT INFORMATION

Applicant/Organization name (as on the submitted proposal): _____

Project name: _____

Contact name for this Appeal (*please include only one name*): _____

Position Title: _____

Email Address: _____

Telephone: _____

The City of Red Deer has determined that appeals will only be considered where the appellant believes there has been an error in fact or error in process around their submission. Disagreement with a final funding decision in itself does not warrant an appeal.

This applicant wishes to appeal the funding decision made based on their belief that there has been an error in:

- Process: An error in process used that had an adverse effect on the applicant organization.
- Fact: Information that was incorrect or materially misrepresented.

In one sentence, please briefly describe this error:

Appeal Statement

We wish to appeal the funding decision made for the following reason(s):

This submission is not to exceed these two pages.

Signatures of Appellants

Two signatures of Board Members are required. Appeal forms that are NOT signed will not be considered.

Signature: _____ Date: _____

Print Name: _____ Title: _____

Signature: _____ Date: _____

Print Name: _____ Title: _____