THE CITY OF
Red Deer

GUIDE

COMMUNITY CULTURE DEVELOPMENT FUND

A GRANT PROGRAM

Updated January 2026

A | INTRODUCTION

The City of Red Deer recognizes the important contribution made by organizations in the provision of culture services and opportunities with Red Deer. Through these offerings, individual lives are enhanced, communities come together, heritage is preserved, diversity of community is fostered and appreciated, jobs are created, spending occurs, and the economy benefit. It is with those ultimate benefits in mind that City Council supports this Community Culture Development Fund.

The 2008 Community Culture Vision describes the City's role as being supportive to culture initiatives that are developing within the community. In honouring that role, this grant has been designed to augment and enhance culture activities that need a supportive boost.

The City of Red Deer has the responsibility, through this grant program, to sustain and support the provision of culture within the community. In areas where there are gaps in services and activities, the City may also use this grant program to encourage or seek out culture services and offerings in under-represented areas to encourage diverse and year-round culture opportunities. The City also has the responsibility to administer the grant including the development of the grant process, the administrative systems, and tools that are involved in the program, as well as providing support to applicant groups through the grant process.

B | A DEFINITION OF CULTURE

The 2008 Community Culture Vision provides a definition of culture which is applicable to this grant. This document, which can be found on the City of Red Deer's website at **www.reddeer.ca**, was written by the community in 2008 and remains a key reference for culture in Red Deer.

"Culture is all around us in our everyday lives and can be experienced through the formal and informal interaction of the many forms of creative expressions and exploration of our heritage as a community or as individuals."

C OUTCOMES

By investing City of Red Deer tax dollars in culture, The City has the responsibility to ensure that this money is invested in services that support researched culture outcomes for individual and community well-being. The City's Social Policy Framework (SPF) has a set of community goals that contribute to social well being. The CCDF outcomes support these goals. For details on the SPF please visit the City's website.

1 *Community Cohesion and Engagement*

We have culture opportunities that lead to thriving and attractive neighbourhoods (including the downtown) where people gather to create strong personal, family, neighbourhood, and community connections, a sense of belonging and high quality of life.

2 *Educational Opportunity and Attainment*

We have access to quality and diverse learning opportunities in culture (including the arts, music, literary arts, and performing arts) throughout our lives.

3 *Equitable Services and Access*

We have fair and equitable access to neighbourhoods and community assets and services such as libraries, museums, art galleries, festivals, and concerts.

4 *Health, Safety and Well-being*

We lead healthy and dignified lives with basic physical and mental offerings in culture and the value in bringing people together and play in a safe and secure community.

5 *Social and Cultural Diversity*

We respect and celebrate the diverse perspective and backgrounds of all. Culture activities are provided to a wide variety of people including those facing challenges such as isolated seniors, young people, or families with lone parents.

6 *Heritage*

We value heritage activities that celebrate our unique identities. Heritage includes honouring the traditions we keep, the language we speak, the music we play, the books we read, the tools we use, the stories passed down through our families, the nursery rhymes and lullabies our parents and grandparents sang to us. It is also the buildings we live in and use, the parks that we play in and the forests and mountains that we cherish.

7 *Economic Value*

We support a creative economy that expands talent and leads us to more people gaining new skills through culture. This expansion builds attractive places to live, work and visit.

D THE RESOURCE

Through this grant program, the City of Red Deer will allocate approximately $400,000 annually to support culture activities and culture development within Red Deer.

Organizations may apply through either of two categories:

1) **Culture Development**; and
2) **Culture Opportunities**.

Applicants are welcome to apply in both categories within the same calendar year.

E THE SUPPORT

For questions regarding this grant program, please contact:

Community Development

403-406-8820

culturemailbox@reddeer.ca

Visit https://www.reddeer.ca/whats-happening/grants/ for more details and to access the link to the application software.

F RETURN OF FUNDING CLAUSE

Funding that is not expended as per the details of the application shall be returned to the City for re-investment in other services through this grant program.

G REPORTING

Successful applicants will be required to complete reports at regular intervals through the term of funding. The City acknowledges that reporting can be a drain on volunteer resources and time. Therefore, the City commits to keeping reporting to a minimum, requesting only information that is absolutely necessary to ensure a reasonable level of accountability while also trying to maximize the funding available to the community.

CATEGORY #1 ─────────────────────────────   *UP TO 95% OF AVAILABLE CCDF FUNDING*

CULTURE DEVELOPMENT

PURPOSE	*Support to service providers to offset project expenses required to deliver arts & culture programs and services within the community.*
AMOUNT	Maximum amount per application: $30,000 per year
DURATION & FREQUENCY	→ Yearly funding intake with the option of applying for one-, two- or three-year funding. → Applicants may put forth more than one funding request as long as the projects are unique from one another.
DEADLINES	Applications are closed for the 2026-2028 funding cycle. The next cycle, 2029-2031, will accept applications starting in August 2028.
APPLICANT ELIGIBILITY	To apply, applicants must: → Be a registered non-profit society in good standing serving Red Deer (i.e. provide proof that annual financials with the Province are up to date); → Contribute to at least one of the seven outcomes listed in Section C; and → Be in good standing with the City (i.e. not be in arrears for municipal taxes or utilities, or failed to pay any other municipal charge or invoice). → Meet submission requirements (i.e. the application must be complete, received by the deadline, in the format required, etc.)
CRITERIA & EVALUATION	Applications will be weighted according the degree to which the application demonstrates: **Outcomes Focus** - ability to demonstrate contribution to any one or more of the seven stated outcomes listed in Section C. **Organizational Capacity** - ability to effectively provide the services (i.e. experience, leadership, vision, financial experience, etc.). **Project Feasibility** - the activity itself is relevant, well-planned, and resourced effective to ensure success. **Budget** - seems realistic to project success. An expectation that the project includes volunteer hours, sponsorship, other grants, or other forms of leveraging.
ELIGIBLE EXPENSES	→ Expenses related to the delivery of a project/program → Hosting of culture event(s) requiring long term planning → The applicant should be able to demonstrate that a minimum of 50% of the organization is Red Deer based and whose primary target population is from Red Deer. → Administration or overhead costs are allowed to a maximum of 20% of the expense and must not exceed 20% of the total budget submission. Items such as rent, insurances and non-direct support salaries or supplies may be included as administration or overhead costs.
INELIGIBLE EXPENSES	→ Project expenses already covered through other City funding are not eligible under the Community Culture Development Fund. → Applications must be received by Community Development prior to project start date. No retroactive funding will be considered. → Major structures and/or renovations to major structures, capital purchases such as office equipment and furniture. → Cost charged by the City for events (i.e. Facility rentals, Public Works charges for street closures, etc.) → Any expenses not directly related to the project.
REPORTING	Successful applicants will be required to report as follows: 1) **Mid-Year Monitoring** - a check-in will ensure the project is proceeding as planned and outcomes will be met. Occurs between May and July; and 2) **Year-End Reporting** - this report will include project activity information, outcome reporting, and financial reporting including a copy of the most recent financial statement of all revenue and expenditures of the organization verified by a member-at-large of the organization. Due January 31, annually. Funding recipients will submit their audited financial statement within 14 days of their Annual General Meeting. Note: Reporting must be done annually for the duration of the funding agreement.

CATEGORY #2 ——————————————————————— *UP TO 5% OF AVAILABLE CCDF FUNDING*

CULTURE OPPORTUNITIES

PURPOSE	*Support for new opportunities and/or emerging projects related to arts and culture. These include items and/or projects that foster creativity, arts and culture and may not occur without CCDF Opportunities funding.* Opportunities may fall within the following descriptions: 1) **Capacity** - Support to service providers to attend training opportunities that build talent and leadership capacity within the culture community. 2) **Equipment** - One-time purchase of specialized equipment necessary for the delivery of cultural activities. 3) **Events** - Support to first-time or pilot projects, or events that demonstrate significant change from previous iterations. A significant change to an event may include a new venue, a different target audience, or a revised purpose. 4) **Emergency Project Funding** - One-time support for projects experiencing unforeseen challenges that could threaten their feasibility. These are time sensitive where planning was not possible.
AMOUNT	Maximum amount per application: $3,000
DURATION & FREQUENCY	→ One time purpose, → Applicants may put forth more than one funding request as long as the projects are unique from one another.
DEADLINES	→ Applicants may apply at any time. Applicants can expect a decision within four weeks from the confirmed receipt of application. → Project must occur within the same fiscal year as the application. → When the funding is exhausted for the calendar year no further applications will be accepted. → Visit The City of Red Deer's website at www.reddeer.ca for updates on available funding.
APPLICANT ELIGIBILITY	In order to apply, applicants must: → Be a registered non-profit in good standing serving Red Deer (i.e. provide Annual Return - Proof of Filing documentation); → Contribute to at least one of the seven out comes listed in Section C of this guide; and → Be in good standing with the City (i.e. not be in arrears for municipal taxes or utilities, or failed to pay any other municipal charge or invoice).
CRITERIA & EVALUATION	Applications will be considered if the project meets the following criteria: **Outcomes Focus** - ability to demonstrate contribution to any one or more of the seven stated outcomes listed in Section C of this guide. **Advancement of Culture** - the project will continue to advance the community's arts and culture capacity, assets and experiences. → Evaluation of projects will prioritize supporting creative endeavors within arts and culture. Events must provide fair and equitable access to all City residents.
ELIGIBLE EXPENSES	→ Expenses related to the delivery of the project → The applicant should be able to demonstrate that a minimum of 50% of the organization is Red Deer based and whose primary target population is from Red Deer. → Administration or overhead costs are allowed to a maximum of 20% of the expense and must not exceed 20% of the total budget submission. Items such as rent, insurances and non-direct support salaries or supplies may be included as administration or overhead costs.
INELIGIBLE EXPENSES	→ Project expenses already covered through other City funding are not eligible under the Community Culture Development Fund. → Regular or recurring expenses related to the overall operations or services of the organization. → Applications must be received prior to project start date. No retroactive funding will be considered. → Major structures and/or renovations to major structures, capital purchases such as office equipment and furniture. → Costs charged by the City for events (i.e. Facility rentals, Public Works charges for street closures, etc.) → Any expenses not directly related to the project.
REPORTING	Within one month of project completion, successful applicants will be required to report as follows: **Final Report** - short report responding to the following questions: 1. Did the project proceed as planned? Explain any variation. 2. How do you know the project contributed to the stated outcomes? 3. Complete the Opportunities budget form and provide receipts.