

## Community Safety & Wellness Grant Application: Questions & Information Needed

### ORGANIZATION PROFILE

To set up your Organization Profile, you will need:

Field	Response required
Organization Name	Yes
Phone	Yes
Fax	No
Website	If you have one
Profile Image	No
Address and Address 2	Yes
City	Yes
Country	Yes
Province	Yes
Postal Code	Yes
Primary Contact	Select the staff member identified when registering
Owner	<p>This is the person that the reports will be assigned to- this is the person who will be the primary administrator of the grant.</p> <p>It is recommended that the ED or head of the organization be the owner of the application as this will give them access to the application and all the subsequent reports generated to the project.</p> <p>They do not have to personally complete all reports, but they will be accountable.</p> <p>Choose a contact by clicking the binoculars next to the field. You may need to add them as a contact first- see instructions below.</p>
Upload Company Image	No
Organization History	Yes- 200 WORDS MAX
Organization Chart	No
Mission and Vision	Yes- 200 WORDS MAX
Board of Directors questions	No
Staff questions	No

**SAFE & HEALTHY COMMUNITIES**

Volunteers question	No
Applicant Authorization	Yes- the person completing this application must certify that they are authorized to do so.
Audited Financial Statement	Yes- the person competing the application must confirm that the organization has an audited financial statement from the organization's most recent fiscal year end.
Does your organization have reliable funding sources?	No
Organization Budget questions	No
Financial Control Systems	No

ORGANIZATIONAL PURPOSE

**Programs and Services:** Briefly describe the programs, projects and/or services your organization provides to achieve its mission, and who is the intended audience for each. (250-word limit)

**Upload the following documents:** Please attach the letter of acknowledgement you received from the Government of Alberta when you filed your most recent Society Annual Return.

PROJECT OVERVIEW

**Project Name:** Project name must be different than organization name.

**Project Details:** Provide a summary of the project/activity you are proposing, what need it meets in the community, and how it promotes safety and wellbeing for citizens of Red Deer. (500-word limit)

**Mission and Mandate:** How does this project fit with your organization's mission and priorities? (100-word limit)

**Project Focus Area (check all that apply):** Does the project/activity achieve outcomes at the *Individual Level, Peer Level, Family Level, Neighborhood Level* or *Community Level*?

**Alignment with Streams:** Does the project/activity align with streams of *Prevention, Intervention, or Both*?

**Ongoing Funding:** Did you receive project funding in the previous year, and would your organization like to be considered for ongoing funding for the same successful project?

**Project Activities:**

Click the red 'Enter Activities' button and provide details about the following in the spreadsheet:

Objectives (statements that describe the change that you want to achieve with your project)	Activities (steps that you will take to meet your objectives)	Deliverables (specific, concrete, and measurable outputs of your activities)
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Each set of Activities and Deliverables should be on a separate row (created by pressing the grey '+' button). It is okay if the Objectives are repeated for different activities.

- See example on SmartSimple

Be sure to include the following if appropriate:

- Location
- Start and stop dates
- Frequency
- If this an ongoing activity, how many times will it take place?
- Outputs (number of participants, or products or processes created)

**OUTCOMES FOCUS**

The goal of the Community Safety and Wellness Grant is to increase the resiliency of vulnerable citizens, ensure basic needs security, enhance community safety, foster relationship building and connection between citizens, community, and programs.

**Contribution:** How does your project contribute to the Grant's goal? (500-words limit).

**Project Outcomes:**

Choose which outcomes your project will address and copy them into the first column titled 'Outcome':

1. Elevate access to basic needs for families and youth.
2. Increase support for vulnerable citizens through relationship building and community connection.
3. Increase community safety through targeted initiatives to reduce visual crime.
4. Increase citizen engagement in community initiatives, social activities, and neighborhood involvement.



## SAFE & HEALTHY COMMUNITIES

5. Youth mentorship focusing on life skills, regulation, and relationship building.
6. Increase knowledge on how to remain safe from person, property, and technology-based crime.

In the second column, describe which outcome indicators/measures you will use to evaluate your projects results. You may choose one or more outcome.

### BUDGET

**Have you received any other City of Red Deer funding for this project? If so, please provide details including what funding source, when it was received:**

**Budget:** List each expense or revenue in spreadsheet (Item Name, Item Description, and Item Cost)- the balance will result in amount requesting for grant.

**Amount Requested:** Insert amount up to \$25,000 as listed in budget

(Please note that this funding must be fully expended by December 31<sup>st</sup>. Contracts may be eligible for extension, if required to support funded project outcomes. )

### AGREEMENT NOTICE

**To receive funding, successful applicants must sign a Funding Agreement that will include the following:**

1. The organization must not be in arrears for municipal taxes or utilities or failed to pay any other municipal charge or invoice.
2. The organization must expend the funds received in accordance with their application.
3. The organization must complete the reports identified in the Grant Application Guide by deadlines and in the format specified.
4. The City of Red Deer's Community Development staff must be notified if any change occurs that may result in inability of the organization to deliver the project as specified in the application.
5. Any unspent funds allocated through this program to the successful project will be returned to The City of Red Deer.
6. The City of Red Deer reserves the right to cancel the agreement with reasonable cause provided the organization receive 90 days written notice