



Community Economic & Development Fund

Application Package - 2023

Do you have an idea
that can help boost
our community?

Two intake deadlines:
May 15, 2023
September 15, 2023

What?

The Community Economic & Development Fund

This fund offers up to \$2,500 in support of projects in Jasper that help build community. There are two categories you can apply under:

a) Community Development Stream

- Projects that build connection in Jasper
- Projects that promote community health and well-being
- Projects that benefit the environment

b) Economic Development Stream

- Projects that develop skills to start or run a business
- Projects that improve skills for the workplace
- Projects that increase the number of jobs or businesses

Who?

To apply you must:

- Be a registered, non-profit organization
- Operate in a non-discriminatory manner
- Have a Board of Directors
- Be able to show that your organization manages money responsibly
- Be in good financial standing with the Municipality of Jasper

In your application, please show:

- How your project contributes to community or economic development in Jasper
- How you will remove barriers to participation for residents with diverse abilities
- How you have planned to keep the project benefits going once the funding ends



When?

Timeline - 2 calls for applications

Call for applications: April 15, 2023
Submission deadline: May 15, 2023
Notice to applicants: June 15, 2023
Project timeline: July to December, 2023
Final report deadline: January 31, 2024

Call for applications: August 15, 2023
Submission deadline: September 15, 2023
Notice to applicants: October 15, 2023
Project timeline: January to December 2024
Final report deadline: January 31, 2025

Selection

How are the projects chosen?

Make sure your application is complete and submitted on time. We will review and evaluate all applications submitted. We will consider these things as we review your application:

- Is your project eligible?
- Is the amount of money you ask for within the budget?
- Have you have shown your ability to implement the project?

We will contact you if your application is successful.

Selected Applicants

We will enter into a contract with the selected applicant once agreements are made.

Release of funds

We will give funds as a one-time payment after a contract is signed.





About your organization

What is the vision, mission or purpose?

Tell us about your project. What would you like to do?

How do you know there is a need for this project?

Tell us about your experience implementing special projects:

How does your project fit with this funding opportunity?

Do you have any other sources of funding for this project?



What are the barriers people might face within your project and what have you done to reduce or remove those barriers?

Will the project impact remain after the project is over?

Is there anything else you would like us to know?



Logistics

Activities, results, impacts

Activity	Dates	Result	Impact	Evaluation plan	Budget
Example: Training for workplace staff	July 1 - Dec 31	30 x workplace staff take part in a conflict management session.	staff have an increased understanding of conflict management.	Participants in the training will be surveyed to measure whether the impact we hoped for actually happened.	\$400
Activity #2					
Activity #3					
Activity #4					
Activity #5					
Total Requested Funds:					

Application

Details

Legal Name of Registered Non-Profit: _____

Mailing address: _____

Email: _____ Phone: _____

Contact Person: _____ Role: _____

Are you applying for a 6 month or 12 month project? **6 month** **12 month**

Project name: _____

Declaration

- I have reviewed the application
- All statements, and information in the application are complete and correct
- The Municipality of Jasper will create a contract with chosen applicants
- The contract will have the start date of _____ and the end date of _____

A conflict of interest is any situation in this funding application where you have or may have an unfair advantage including:

- Having information that is confidential and is not available to other applicants
- Communicating with any representative of the selection committee to influence them
- Conduct that could be seen to take away from the integrity of the process

I confirm that I have no conflicts of interest and that this declaration is true and correct.

Signature of Applicant

Signature of witness

Name and title (printed)

Name of witness (printed)

Date _____

Date _____