



Community & Economic Development Fund Business Application Package - 2024

Are you a business
that has an idea
that can help boost
our community?

Intake deadline:
March 15, 2024

What?

The Community & Economic Development Fund

This fund offers up to \$2,500 in support of projects in Jasper that help build community capacity. 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:

- Operate in a non-discriminatory manner
- Be able to show that your business manages money responsibly
- Be in good financial standing with the Municipality of Jasper
- Not have received funding from the CEDF in the same calendar year (you can't receive funding in both March and September intakes)
- Not have received any other funding from the Municipality of Jasper in the same calendar year (if you already receive funding, please do not apply)

In your application, please show:

- How your project contributes to community or economic development in Jasper
- How you will remove barriers to accessing your project for groups at risk of exclusion (lower income, youth, older adults, newcomers, visible minorities, 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: Feb 15, 2024
Information Session: Feb/Mar 2024
Submission deadline: Mar 15, 2024
Notice to applicants: May 15, 2024
Project timeline: July to December, 2024
Final report deadline: January 31, 2025

Call for applications: August 15, 2025
Information session: Aug/Sep 2025
Submission deadline: September 15, 2025
Notice to applicants: November 15, 2025
Project timeline: January to December 2025
Final report deadline: January 31, 2026

Selection

How are the projects chosen?

Make sure your application is complete and submitted on time. We will review and evaluate the answers to each question. We will consider these things as we review your application:

- Have you answered the question?
- Is your project eligible and in line with funding priorities?
- Is the amount of money you ask for within the budget?
- Have you have shown your ability to implement the project?
- Are there any barriers to the community accessing your project?

Senior Leadership Team will compile a final list of qualifying applicants. That list will be presented to Council and they will select which applicants receive what amount of funding in a public Committee of the Whole Meeting. All applicants will be notified of the date and time of the meeting so that they can watch on-line (but it is not required to attend/watch).

Selected Applicants

We will enter into negotiations with the successful applicants and enter into a contract once agreements are made. Funds will be issued as a one-time payment once a contract is signed.





About your organization

**Please only write 3-4 sentences per answer. Being brief and to the point will get you points!*

1) What is the goal of your project? (2 points)

2) How do you know there is a need for this project? (5 points)

3) In 3 sentences, give us a summary of your project: (3 points)

4) What experience do you have coordinating projects like this? (5 points)

5) Tell us what you've done to make your project activities accessible for groups at risk of exclusion: (5 points)

Lower income residents: _____

Youth: _____

Older adults: _____

Newcomers to Canada: _____

LGBTQ2S: _____

Individuals with diverse abilities: _____

Other: _____

6) How will the impact from your project sustain beyond the end of the project? (5 points)

7) Please tick off which of the below areas your project is related to? Projects are only required to be focused on one area (community or economic). (1 point - projects only need to align with one)

Community Development Stream

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

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

8) Does your project align with municipal Council's strategic priorities? If so, which priorities. You can find them here: (3 point)

9) Please list other sources of funding you have for this project: (2 points)

\$ _____ from _____
\$ _____ from _____
\$ _____ from _____



Logistics

Activities, results, impacts (6 points)

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
Total Requested Funds:					

Application

Details

Legal Name of Business: _____

Mailing address: _____

Email: _____ **Phone:** _____

Contact Person: _____ **Role:** _____

Does your business attend Community Conversations? ☐ **Yes** ☐ **No**

Are you applying in the ☐ March intake (6 month project) or ☐ September (12 month project)?

Project name: _____

Which stream are you applying for? ☐ **Community Development** ☐ **Economic Development**

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)

Date _____

Name of witness (printed)

Date _____