



Special Council Meeting
Council Chambers

"Via Teleconferencing"

August 13, 2020

5:30 p.m.

1. Call to Order

2. Adoption of Previous Minutes

2.1 Adoption of Minutes, Special Meeting July 28, 2020

3. Topic of Meeting

3.1 Stimulus Funding

3.2 Third Intake Community Grants

4. Closed Meeting

4.1 Advise from Officials, Section 24 of the FOIP Act

5. Adjournment

Personal information heard in this meeting is being collected under the authority of Section 33 of the Freedom of Information and Protection of Privacy Act (FOIPP). Public meeting of the Town of Sundre, including presentations made by speakers, are recorded in Minutes and posted on the Town of Sundre website. If you have any questions about the collection of information, please contact the FOIPP Coordinator at 403-638-3551.



Special Council Meeting
Minutes
July 28, 2020
Via Tele-Conferencing

The special meeting of Council of the Municipality of Sundre was held in Council Chambers in the Municipal Office on Thursday, July 28, 2020 commencing at 5:30 p.m.

IN ATTENDANCE BY PHONE

Mayor Terry Leslie
Councillor Paul Isaac
Councillor Richard Warnock
Councillor Rob Wolfe
Councillor Charlene Preston
Councillor Cheri Funke
Councillor Todd Dalke

STAFF IN ATTENDANCE

Chief Administrative Officer, Linda Nelson
Director of Corporate Services, Chris Albert
Director Emergency Management, Kevin Heerema
Recording Secretary, Betty Ann Fountain
Communications, Chelsea Mather

PUBLIC

There was 1 member of the public in attendance via conference call.

CALL TO ORDER

The meeting was called to order at 5:30 p.m., with a moment of reflection on the business of the evening.

ADOPTION OF THE PREVIOUS MINUTES

Res. 156-28-07-20 MOVED by Councillor Dalke that the Minutes of the Special Meeting of Council held on July 9, 2020 be approved as presented.

CARRIED

NEW BUSINESS

Asset Management Cohort

Res. 157-28-07-20 MOVED by Councillor Warnock that the Town of Sundre Council support Administration's application for the asset management cohort opportunity from the RMA, AUMA, and IAMA, and that the Town of Sundre commits staff and other personnel in the asset management cohort program to advance our asset management.

CARRIED

Alberta Water Council Ad Hoc Group Project

Res. 158-28-07-20 MOVED by Councillor Wolfe that the Town of Sundre Council support Councillor Funke's participation as a member of the Alberta Water Council's "ad hoc" group project.

Initials

CARRIED

Overview of Spring Workshop Items

Res. 159-28-07-20 MOVED by Councillor Preston that the Town of Sundre Council accept the verbal Overview of Spring Workshop Items as information.

CARRIED

Central Alberta Mayors Group

Res. 160-28-07-20 MOVED by Councillor Funke that the Town of Sundre Council directs Administration to send a letter to Sundre citizens on behalf of Mayor and Council in regard to the use of masks in response to the escalation of Covid-19 cases in the Central Zone.

CARRIED

Correspondence

Res. 161-28-07-20 MOVED by Councillor Warnock that the Town of Sundre Council accept the correspondence from the Mayor of Cold Lake as information.

CARRIED

The Mayor called a 15 minute recess at 5:55 p.m.

CLOSED MEETING

Topic of Closed Meeting

Res. 162-28-07-20 MOVED by Councillor Wolfe that Council go into closed meeting at 6:10 p.m.

CARRIED

The Chief Administrative Officer left the meeting at 9:15 p.m.

RETURN TO OPEN MEETING

Res. 163-28-07-20 MOVED by Councillor Wolfe that Council return to open meeting at 10:05 p.m.

CARRIED

ADJOURNMENT

Res. 164-28-07-20 MOVED by Councillor Isaac being that the agenda matters have been concluded the meeting adjourned at 10:05 p.m.

CARRIED

These Minutes approved this 24th day of August 2020

Mayor, Terry Leslie

Chief Administrative Officer, Linda Nelson



REQUEST FOR DECISION

COUNCIL DATE: August 13, 2020
SUBJECT: Municipal Stimulus Program
ORIGINATING DEPARTMENT: Corporate Services

AGENDA ITEM: 3.1

BACKGROUND/PROPOSAL:

On July 28 the Alberta government announced the \$500-million Municipal Stimulus Program, which is a key component of Alberta's Recovery Plan.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

On July 30, we received the program guidelines for the Program, which is designed to distribute stimulus funding quickly and equitably across the province so local governments can help support local jobs and stimulate the economy. Funding will be allocated using the same formula as the federal Gas Tax Fund. We are required to submit project applications before October 1, 2020. The Applications will be reviewed as they are received and payments will begin shortly after projects are approved.

Some of the highlights of this program are that the project *must* begin construction in 2020 or 2021 and *must not* result in municipal tax increases. Municipalities are required to commit to further supporting growth in their local economies by reducing municipal red tape.

The intention of this program is to support local jobs and stimulate the economy – both through construction and over the life of the asset. The Province will be evaluating project applications through this lens.

The Town has identified two key projects that fit within the eligibility guidelines required by the Province:

1. Phase one of Camping/Recreation Project designed to attract visitors to the community, to support our local businesses, and for the enjoyment of residents.
2. Pave Centre Street from the Bridge, south to Greenwood Campground.

MOTION:

That the Town of Sundre Council direct Administration to proceed with an application for Phase one of Camping/Recreation Project designed to attract visitors to the community to support our local businesses, and for the enjoyment of residents.

OR

That the Town of Sundre Council direct Administration to proceed with an application to Pave Centre Street from the Bridge, south to Greenwood Campground.

Date Reviewed: August 13, 2020 CAO: Amide Nesbitt

Municipal Stimulus Program

Summary

- \$500-million allocation-based program structured on the Municipal Sustainability Initiative (MSI), for construction of capital projects before December 31, 2021.
- Funding is distributed based on the Gas Tax Fund (GTF) allocation formula (largely per capita with a \$50,000 minimum; summer villages receive a base of \$5,000 plus the per capita amount).
- Project eligibility based on MSI guidelines, modified to exclude categories and activities with minimal contribution to economic recovery.
- Municipalities have broad discretion to apply for projects within the eligibility criteria, but Minister retains authority to approve projects.
- Municipalities will be required to report on progress in reducing municipal red tape.

Objectives

- Sustain and create local jobs.
- Enhance provincial competitiveness and productivity.
- Position communities to participate in future economic growth.
- Reduce municipal red-tape to promote job-creating private sector investment.

Program Overview

- Program is open to municipal authorities, Metis Settlements, and the Townsite of Redwood Meadows.
- Municipalities must commit to submitting an annual Red Tape Reduction report for each of 2020 and 2021. They will be required to indicate to the Minister's satisfaction how they have made progress in the following areas since the stimulus program was announced:
 - What steps have been taken to make it easier to start up a new business in the municipality?
 - What steps have been taken to streamline processes and shorten timelines for development and permit approvals?
 - What steps have been taken to make the municipality a more attractive destination for new investment and/or tourism?
- The red tape reduction report template will require municipalities to identify how they have reduced red tape from among several provided options, or they may identify their own actions. They will also be required to provide relevant metrics and/or a qualitative description of specific actions they have taken.
- Projects must begin construction in 2020 or 2021, and all funds must be expended before December 31, 2021, or repaid to the province. However, projects may continue past this date using other sources of funding.
- Municipalities must indicate the amount of funding required in both 2020 and 2021 for each project.
 - Payments for 2020 expenditures will be issued once municipalities sign the conditional grant agreement and receive approval on their project application(s).
 - Payments for 2021 expenditures will be issued in May 2021, unless municipalities identify a requirement to receive funding earlier.

- Projects must result in the construction or major rehabilitation of a capital asset that falls within one of the eligible categories.
 - Project categories are based on modified MSI project categories.
 - Some MSI eligible projects, such as rolling stock, equipment purchases, and infrastructure management systems are not be eligible, as they do not support economic development or job creation.
- Projects *must* not create new operational funding requirements for the province and *must* not, as a result of the projects, lead to higher/increased municipal taxes.
- Projects previously approved for MSI or GTF funding are not eligible and municipalities will not be permitted to withdraw and resubmit MSI or GTF projects to gain eligibility.
- Proponent must attest that the project would not go ahead this year or next year in the absence of support through the stimulus program.

Allocations

- Funding is allocated using the Gas Tax Fund (GTF) formula (per capita with a minimum funding amount of \$50,000; summer villages receive \$5,000 plus the per capita amount.)
 - Approximately 30.6% will go to Calgary, 23.1% will go to Edmonton, and 46.3% will go to other municipalities.
- This allocation formula favours more populous urban municipalities, but, previously announced stimulus funding delivered through the Strategic Transportation Infrastructure Program, the Alberta Water/Wastewater Partnership, and the First Nations Water Tie In benefits primarily rural and small urban municipalities.

Municipality	Allocations	
	\$	%
Calgary	\$152,831,311	30.6%
Edmonton	\$115,567,274	23.1%
Other Municipalities	\$231,601,415	46.3%
<i>Other Cities</i>	<i>\$83,401,530</i>	<i>16.7%</i>
<i>Towns</i>	<i>\$56,781,658</i>	<i>11.4%</i>
<i>Villages</i>	<i>\$5,337,096</i>	<i>1.1%</i>
<i>Summer Villages</i>	<i>\$873,117</i>	<i>0.2%</i>
<i>Rurals</i>	<i>\$59,567,950</i>	<i>11.9%</i>
<i>Strathcona County</i>	<i>\$11,694,461</i>	<i>2.3%</i>
<i>RM of Wood Buffalo</i>	<i>\$13,276,133</i>	<i>2.7%</i>
<i>Metis Settlements</i>	<i>\$669,470</i>	<i>0.1%</i>
Total	\$500,000,000	100.0%

Administration Process and Timing

Process Step	Estimated Timing
Program Introduction <ul style="list-style-type: none"> – Application process, program guidelines, and allocation amounts are posted on a program website – Municipal Affairs hosts webinar for municipalities to provide additional details 	<ul style="list-style-type: none"> – Program materials available by July 28, 2020
First Project Intake Period <ul style="list-style-type: none"> – Municipalities prepare and submit applications – Submitted applications uploaded into SharePoint – Project reviews – Project approvals 	<ul style="list-style-type: none"> – Until October 1, 2020 – Project approvals on a rolling basis, as soon as reviewed – Project reviews continue until complete
Re-allocation Period <ul style="list-style-type: none"> – Funds uncommitted by municipalities to an approved project re-allocated by the Minister 	<ul style="list-style-type: none"> – Fall 2020
Second Project Intake Period (if required) <ul style="list-style-type: none"> – Second intake opened if substantial amounts of funding remain unallocated after first intake 	<ul style="list-style-type: none"> – February 1, 2021, to April 1, 2021 – Project reviews continue until complete, approvals issued as decisions are made
Project Initiation <ul style="list-style-type: none"> – Notification letters sent to successful applicants – Recipients sign conditional grant agreements 	<ul style="list-style-type: none"> – Following project approval
Project Administration <ul style="list-style-type: none"> – Payments to recipients – Project construction 	<ul style="list-style-type: none"> – Payments following signing of conditional grant agreements and approval of project applications – Payments complete by October 2021
Reporting Requirements <ul style="list-style-type: none"> – 2020 reporting – 2021 reporting 	Red Tape Reduction Reporting <ul style="list-style-type: none"> – February 1, 2021 (2020 progress) – February 1, 2022 (2021 progress) Financial Reporting <ul style="list-style-type: none"> – May 1, 2021 (2020 reporting) – May 1, 2022 (2021 reporting)



REQUEST FOR DECISION

COUNCIL DATE: August 13, 2020

SUBJECT: Community Grant Program – Third Intake

ORIGINATING DEPARTMENT: Legislative Services

AGENDA ITEM: 3.2

BACKGROUND/PROPOSAL:

On June 22, 2020, Council passed the following Motion:

MOVED by Councillor Wolfe that the Town of Sundre Council approve the extension for Grants to Organizations application deadline to July 31, 2020 for any group wishing to host an event to stimulate the community spirit after the Phase-2 relaunch, and that the Council allow the Sundre & District Curling Club to apply for the balance of the costs for repairing the roof, subject to the Curling Club applying for matching grants, as available.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The Town has received xx requests, as follows:

Sundre West Country Seniors 50+	Property Improvements	\$3,948.00
Sundre West Country Seniors 50+	Property Improvements	\$1,970.00
Sundre and District Curling Club+	Property Improvements	\$10,000.00
Mountain View High School Rodeo	Expenses to Host Annual Event	\$1,500.00
Grad Class 2020 Prom Committee	Support for 2020 Grad Class Celebration	\$1,500.00
Sundre Bike'n Ski Club	Trail Maintenance Costs	\$6,000.00
Sundre Palliative Care Association	Maintenance for New Memorial Park	In Kind
Total Request		\$24,918.00
Amount Available		\$18,930.00

MOTION:

At Councils Discretion.

Date Reviewed: August 13, 2020 CAO: Amie Nelson

#1 Importance



Town of Sundre
717 Main Avenue West – PO Box 420
Sundre AB T0M 1X0

APPLICATION – TOWN OF SUNDRE GRANTS PROGRAM

Name of Applicant Organization:	SUNDRE WEST COUNTRY CENTRE 50 ⁺
Contact Person:	ED WICKS
Telephone Numbers:	403-638-3962
Mailing Address & Civic Address	Box 1896, Sundre / #4-101-2nd Ave N.W.
Email Address	edwicks@airenet.com
Website (if applicable)	
Charitable Society Registration #	5000 95567

☒ Please ensure your application includes the following information:

- ☐ A list of grants to your organization from federal, provincial or other local government agencies or departments applicable to this project, program, or service (Section 3).
- ☐ If this is a new project, a list grants that your organization intends to apply or has made application to other levels of government for the same project (Section 3).
- ☒ A cover letter if you want to provide additional information about your organization and its goals/objectives. Two letters of support or testimonials are recommended. (Section 4). Please do not include bound materials, promotional materials or reports. If we require more information, you will be contacted during the review process.
- ☒ The location of your project/activities (Section 5) and benefits to the Town (Section 6).
- ☐ A list of other grants or support your organization already receives from the Town of Sundre (Section 8).

The policy governing the Town of Sundre Grants Program is available on our web site www.sundre.com or may be obtained by calling (403) 638-3551.



1. Please check (✓) a grant category and sub-category that applies to your application:

Category (Check All that Apply)	Sub-Category (Check All that Apply)
<input checked="" type="checkbox"/> Community Based Organizations	<input checked="" type="checkbox"/> Community/Local
<input checked="" type="checkbox"/> Recreation, Parks & Culture Grants	<input checked="" type="checkbox"/> Community-based Recreation Programming
	<input checked="" type="checkbox"/> Property Development/Community Facilities
	<input type="checkbox"/> Leadership Development
	<input type="checkbox"/> Community Based Arts (e.g. visual, performing)
<input type="checkbox"/> Community Festival and Events Grant	<input type="checkbox"/> Festival and Events hosted by local Community Organizations

2. Please check (✓) the type of grant you are applying for and indicate the amount:

Type of Grant (Check One)	Amount of Grant Requested
<input checked="" type="checkbox"/> One-Time Grant	\$ 3948 ^{xx} / ₁₀₀
<input type="checkbox"/> In Kind Grants	Equipment:
	Staff Time:
	Services:

3. Have you applied for other funding for this project/program/service/event? (Please List)

Funding Body	Requested	Confirmed
New Horizons for Seniors - 2019		
Federal Government (List Department/Agencies) →	\$ 22,500	\$ 22,500
Other Local Government Bodies (i.e.: Mountain View County)	\$	\$
Other Funding Bodies	\$	\$
	\$	\$
	\$	\$

4. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations with a demonstrated need. The intent is to enhance a project, program, service or other, but is not intended to sustain the organization.

Please describe your organization's specific project, program or service that the grant monies are being used for (use a separate page if you need more room).

Property Improvement - Sustaining Building & grounds - New eavestroughing and drainage pipes to properly drain moisture & avoid ice around perimeter of walkways - has been large ice patches & erosion of cement pads

* Safety - Hazard avoidance for all members and renters.

The eavestroughing has been repaired numerous other occasions without resolution. Newest vendor will install larger steel gutters instead of aluminum and improve number and locations of downspouts

5. Please describe the community, area and/or group(s) your organization serves:

West Country Centre 50+ serves Sundre and surrounding rural area of approx 8000 citizens

- Approximately 125 members aged 50+ attend regular programming
- Serves as rental facility for regulars (Home Church, Retirees, Art Society)
- Special occasions - Birthdays, Anniversaries, Memorial Services, Meeting space for Industry, Non-profit organizations, Political meetings, etc
- New "Lunch & Learn" program attracting an additional new 50+ attendees + Presenters

6. What benefits will your project, program or service provide to the community/municipality?

Benefits of this project:

- ① Safety - avoidance of water/ice on walkways, sides of building
- ② Avoidance of erosion of cement pads, ground & potential for water seepage into basement

7. What role(s) do/will volunteers play in this project/program/service or the operations of your organization?

How many volunteers participate?

Volunteers are a vital component of this organization

1. Volunteer Board members
2. Existing programs are all Volunteer lead - regular schedule
3. New Lunch & Learn program - Volunteer Advisory Committee (7), Volunteer Presenters
Volunteers setup & clean up - had been twice/month pre-Covid closure

8. Does your organization receive other forms of assistance from the Town?

No - only as per individual requests for specific projects

9. List the in-kind contributions that your organization will provide to this project/program/service.

Regular minor maintenance is provided by Volunteers

- This project requires professional technical skills & experience & is not conducive to seniors volunteering to climb ladders onto the roof of building.

10. Please summarize the major elements of the budget of your project or organization's operating budget specific to the project:

BUDGET			
Revenue		Expenditure	
Revenue Source Details	\$ Amount	Expenditure Details	\$ Amount
Organization \$ Contribution		Outwest Contracting Inc	\$ 3948 ^{xx} / ₁₀₀
Fundraising		- Best Solution:	
Donations		- Larger, stronger gutters to collect water on large roof surface	
In Kind (if applicable)		- Increased number of downspouts strategically placed to better drainage	
Other Municipalities (if applicable)			
Borrow (if applicable)			
* Grant Request	\$ 3948 ^{xx} / ₁₀₀		
Other Specify -			
Other Specify -			
Total Estimated Revenue		Total Estimated Expenditures	\$ 3950 ^{xx} / ₁₀₀

11. Authorization

This application must be signed by an authorized signing officer of the Board of Directors:

Application Prepared By: E. Wicks ED WICKS JULY 28, 2020
(Contact) Signature Print Name Date

Board Authorization: Marion Stauffer MARION STAUFFER JULY 29, 2020
Signature Print Name Date

Remember as you review the policy, you will note that provision has been made for applicants to submit an application for a multi-year grant. You may wish to submit an application on that basis to eliminate the necessity of submitting a separate request in each subsequent year. All that would be required is submission of your most recent financial statements and updated budget each year.

Please mail, drop off, or email your application form and any supporting materials to:

The Town of Sundre
717 Main Avenue West
PO Box 420
Sundre AB
T0M 1X0
townmail@sundre.com

SUNDRE WEST COUNTRY CENTRE BOARD OF DIRECTORS

Ed Wicks	President
Doug Adams	Vice-President
Marion Stauffer	Treasurer
Shirley Gamble	Secretary
Betty Milford	Phone Co-ordinator
Judy Chrest	Trip Co-ordinator
Ray Sharp	Rentals
Jan Benusic	Advertising
Lee Smith	55+
Louise Christoffersen	L & L Liason
Ron Edwards	Pool/Bocce
Donna Jones	Floor Curling
Verna McFadden	Canasta

From: John Boyes john.boyes@myhomechurch.ca
Subject: Grant letter
Date: June 20, 2019 at 6:19 PM
To: eawicks@airenet.com



Home Church Sundre
Box 1331, Sundre AB T0M 1X0
403-638-8393
Sundre@myhomechurch.ca

June 20, 2019

To: Whom it may concern

Re: Community Recreation And Culture Grant

I am writing to express our support for the West Country Centre's (WCC) grant application for general maintenance. Home Church rents the facility Sunday mornings, as well as Wednesday evenings and Thursday mornings. We run a variety of programs for approximately 5 hours a week for 40-50 people of all ages. It is my hope that this grant will be approved to extend the life of this great public facility.

Respectfully,

A handwritten signature in black ink, appearing to read "John Boyes", written over a horizontal line.

John Boyes, Pastor
Home Church Sundre
403-638-8342

Sundre West Country Centre
Financial Statement -Sept 1, 2018 to Aug 31,2019

Jan 16, 2020

Income & Expenses for Sundre West Country Centre

Income

Bank Interest	107.58
Casino Proceeds	\$23,220.14
Coffee	\$2,999.63
Donations	\$1,367.40
Grant Culture & Tourism	\$0.00
Interest	\$107.59
Jams/ Dances	\$2,984.91
Memberships	\$1,130.00
Misc.	\$397.89
Mtn View County Grant	\$1,875.00
Rent	\$20,290.00
T of Sundre Grant (Dec)	\$1,720.20

Total Income:

\$56,092.76

Expenses

Advertising	\$452.50
Casino Expenses	\$1,177.95
Club Purchases	\$183.72
Financial Statement	\$80.00
Insurance (Nov)	\$3,687.00
Monitor	\$8,248.28
Sanitorial Supplies	\$663.37
Mileage	\$2,354.50
Misc.	\$523.23
Office Supplies	\$245.07
Phone	\$727.37
Ray Kutz lawyer fees	\$1,008.00
Repair/ Maintainence	\$21,313.78
Service Charge	\$0.00
Supplies	\$4,941.53
Utilities	\$6,493.63
Tsf To Casino Acct	\$0.00

Total Expenses:

\$52,099.93

General Account #551019212135

Opening Balance Sept 1,2018		\$29,323.75
Income	\$31,231.20	\$60,554.95
O/S Cheque #852	\$226.55	\$60,781.50
Expenses	\$50,263.82	\$10,517.68
Bank Balance Aug 31,2019		<u>\$10,517.68</u>

T-Bill Account #559509212135

Opening Balance Sept 1,2018	\$13,514.88
Deposit	\$0.00



P.O. Box 26
James River Bridge, AB
T0M 1C0
Phone: (403)708-3458
outwestcontracting@yahoo.ca

Estimate e

To: Edward Wicks
Job address: Sundre West Country center
Email: eawicks@airenet.com
Phone:

Date: 20/06/23

Description :	Amount (\$)
Option 1	
-remove existing gutters and downpipes and dispose of them 295 ft x 1.00	* 295.00 *
-supply & install new 6 inch seamless aluminum gutters 145 ft x 10.00	1450.00
-supply & install 3x4 inch square aluminum downspouts 170 ft x 8.50	1445.00
Total	3190.00
Option 2	
-supply & install new 6 inch seamless <u>steel</u> gutters 145 ft x 11.00	1595.00
supply & install 4x4 inch square aluminum downspouts 170 ft x 11.00	1870.00
total	* 3465.00
	+ 295
	<u>3760.00</u>
Subtotal	
Tax Rate	5%
Total Tax	188
Total	
	* 3948

Comments/Notes:

Estimate is subject to changes based on additional information/details provided.

#2 Importance



Town of Sundre
717 Main Avenue West – PO Box 420
Sundre AB T0M 1X0

APPLICATION – TOWN OF SUNDRE GRANTS PROGRAM

Name of Applicant Organization:	SUNDRE WEST COUNTRY CENTRE - 50 ⁺
Contact Person:	ED WICKS
Telephone Numbers:	403 - 638 - 3962
Mailing Address & Civic Address	Box 1896, Sundre / #4 - 101 - 2nd Ave, N.W
Email Address	edwicks@airenet.com
Website (if applicable)	
Charitable Society Registration #	5000 95567

☒ Please ensure your application includes the following information:

- ☐ A list of grants to your organization from federal, provincial or other local government agencies or departments applicable to this project, program, or service (Section 3).
- ☐ If this is a new project, a list grants that your organization intends to apply or has made application to other levels of government for the same project (Section 3).
- ☒ A cover letter if you want to provide additional information about your organization and its goals/objectives. Two letters of support or testimonials are recommended. (Section 4). **Please do not include bound materials, promotional materials or reports. If we require more information, you will be contacted during the review process.**
- ☒ The location of your project/activities (Section 5) and benefits to the Town (Section 6).
- ☐ A list of other grants or support your organization already receives from the Town of Sundre (Section 8).

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1. Please check (✓) a grant category and sub-category that applies to your application:

Category (Check All that Apply)	Sub-Category (Check All that Apply)
<input checked="" type="checkbox"/> Community Based Organizations	<input checked="" type="checkbox"/> Community/Local
<input checked="" type="checkbox"/> Recreation, Parks & Culture Grants	<input checked="" type="checkbox"/> Community-based Recreation Programming
	<input checked="" type="checkbox"/> Property Development/Community Facilities
	<input type="checkbox"/> Leadership Development
	<input type="checkbox"/> Community Based Arts (e.g. visual, performing)
<input type="checkbox"/> Community Festival and Events Grant	<input type="checkbox"/> Festival and Events hosted by local Community Organizations

2. Please check (✓) the type of grant you are applying for and indicate the amount:

Type of Grant (Check One)	Amount of Grant Requested
<input checked="" type="checkbox"/> One-Time Grant	\$ 1875 ^{xx} + GST 9375 = \$ 1970
<input type="checkbox"/> In Kind Grants	Equipment:
	Staff Time:
	Services:

3. Have you applied for other funding for this project/program/service/event? (Please List)

Funding Body	Requested	Confirmed
New Horizons for Seniors - "Lunch & Learn" 2019	\$ 22,500	\$ 22,500
Federal Government (List Department/Agencies)	\$	\$
Other Local Government Bodies (i.e.: Mountain View County)	\$	\$
Other Funding Bodies	\$	\$
	\$	\$
	\$	\$

4. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations with a demonstrated need. The intent is to enhance a project, program, service or other, but is not intended to sustain the organization.

Please describe your organization's specific project, program or service that the grant monies are being used for (use a separate page if you need more room).

<p>Property Improvement - Improve drainage away from building</p> <ul style="list-style-type: none"> - Supports the improvement of new drain gutters & downspouts - Need to slope the ground away from the building - augment ability for drainage with the new drainspouts - Prevent moisture from entering the basement
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5. Please describe the community, area and/or group(s) your organization serves:

West Country Centre 50+ serves Sundre and rural area of approx 8000 citizens
- Approx 125 members aged 50+ attend regular programming
- Serves as rental facility for regulars (Home Church, Rotists, Art Society)
- Rental for special occasions - Birthdays, Anniversaries, Memorial Services, Meeting Space for Industry, Non-Profit organizations, Political meetings, etc
- Now "Lunch + Learn" program attracting an additional new 50+ attendees + Presenters

6. What benefits will your project, program or service provide to the community/municipality?

Benefits of this project request:

- ① Safety - Augments first request of new gutters + drainage spouts to avoid ice on walkways
- ② Preventative maintenance - avoidance of drainage backflow + damage to structure + moisture into basement.

7. What role(s) do/will volunteers play in this project/program/service or the operations of your organization?

How many volunteers participate?

Volunteers are a vital component of this organization

- ① All Board members are volunteers
- ② Existing regular programs are volunteer lead
- ③ New "Lunch + Learn" program - Volunteer Advisory Committee + volunteer setup, delivery twice/month program. Volunteer Presenters

8. Does your organization receive other forms of assistance from the Town?

No - only as per individual requests for specific projects

9. List the in-kind contributions that your organization will provide to this project/program/service.

Regular minor maintenance is provided by volunteers

* This project request requires skilled knowledge + experience by the Contractor + cannot be delegated to Senior members.

10. Please summarize the major elements of the budget of your project or organization's operating budget specific to the project:

BUDGET			
Revenue		Expenditure	
Revenue Source Details	\$ Amount	Expenditure Details	\$ Amount
Organization \$ Contribution		- Need for Backhoe equipment	1970 ^{xy} ₁₀₀
Fundraising		+ crushed gravel to provide	
Donations		sloping + gravel to drain	
In Kind (if applicable)		water away from building	
Other Municipalities (if applicable)			
Borrow (if applicable)			
* Grant Request	\$ 1970 ^{xy} ₁₀₀		
Other Specify -			
Other Specify -			
Total Estimated Revenue		Total Estimated Expenditures	\$ 1970 ^{xy} ₁₀₀

11. Authorization

This application must be signed by an authorized signing officer of the Board of Directors:

Application Prepared By: (Contact)	<u>E. Wicks</u> Signature	<u>ED WICKS</u> Print Name	<u>JULY 28, 2020</u> Date
Board Authorization:	<u>Marion Stauffer</u> Signature	<u>MARION STAUFFER</u> Print Name	<u>JULY 28, 2020</u> Date

Remember as you review the policy, you will note that provision has been made for applicants to submit an application for a multi-year grant. You may wish to submit an application on that basis to eliminate the necessity of submitting a separate request in each subsequent year. All that would be required is submission of your most recent financial statements and updated budget each year.

Please mail, drop off, or email your application form and any supporting materials to:

The Town of Sundre
717 Main Avenue West
PO Box 420
Sundre AB
T0M 1X0
townmail@sundre.com

SUNDRE WEST COUNTRY CENTRE BOARD OF DIRECTORS

Ed Wicks	President
Doug Adams	Vice-President
Marion Stauffer	Treasurer
Shirley Gamble	Secretary
Betty Milford	Phone Co-ordinator
Judy Chrest	Trip Co-ordinator
Ray Sharp	Rentals
Jan Benusic	Advertising
Lee Smith	55+
Louise Christoffersen L & L Liason	
Ron Edwards	Pool/Bocce
Donna Jones	Floor Curling
Verna McFadden	Canasta

SUNDRE WEST COUNTRY CENTRE DROP IN MARCH 2020

◀ February

March 2020

April ▶

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 Jams and Dancing 1:30	2 Carpet Bowling 1:00 Darts 7:00	3 Pool 9:30 Canasta 12:00	4 Exercises 10:00 Pool/ Mahjong 1:00	5 Carpet Bowling / Quilting 1:00	6 Floor Curling 1:00	7 Pool 9:30
8 Crib 1:00	9 Carpet Bowling 1:00 Darts 7:00	10 Pool 9:30 Canasta 12:00	11 Exercises 10:00 Pool/ Mahjong 1:00	12 Carpet Bowling / Quilting 1:00	13 Floor Curling 1:00	14 Pool 9:30
15 Jams and Dancing 1:30	16 Carpet Bowling 1:00 Darts 7:00	17 Pool 9:30 Canasta 12:00	18 Exercises 10:00 Pool/ Mahjong 1:00	19 Carpet Bowling / Quilting 1:00	20 Floor Curling 1:00	21 Pool 9:30
22 Crib 1:00	23 Carpet Bowling 1:00 Darts 7:00	24 Pool 9:30 Canasta 12:00	25 Exercises 10:00 Pool/ Mahjong 1:00	26 Carpet Bowling / Quilting 1:00	27 Pot Luck 12:00 Floor Curling 1:00	28 Pool 9:30
29	30 Carpet Bowling 1:00 Darts 7:00	31 Pool 9:30 Canasta 12:00	There may be a 55+ carpet bowling tournament on March 19			

From: John Boyes john.boyes@myhomechurch.ca
Subject: Grant letter
Date: June 20, 2019 at 6:19 PM
To: eawicks@airenet.com



Home Church Sundre
Box 1331, Sundre AB T0M 1X0
403-638-8393
Sundre@myhomechurch.ca

June 20, 2019

To: Whom it may concern

Re: Community Recreation And Culture Grant

I am writing to express our support for the West Country Centre's (WCC) grant application for general maintenance. Home Church rents the facility Sunday mornings, as well as Wednesday evenings and Thursday mornings. We run a variety of programs for approximately 5 hours a week for 40-50 people of all ages. It is my hope that this grant will be approved to extend the life of this great public facility.

Respectfully,

A handwritten signature in black ink, appearing to be "John Boyes", written over a horizontal line.

John Boyes, Pastor
Home Church Sundre
403-638-8342

June 20, 2019

To: Sundre West Country Centre

101 2 Ave NW #4

Sundre, AB

T0M 1X0

Dear Sundre West Country Centre(WCC),

We are happy to provide this letter of support for your facility.

REFIT Sundre is a dance cardio workout class. We have been renting WCC for over 3 1/2 years now. It has been a great venue for us and the right size for our classes. We currently hold 2 classes a week at WCC. Our classes have anywhere from 10 - 20 participants. The age of our participants range from 5 years old to 74 is our most senior!

We have been very pleased working with the folks from WCC and this facility. It is a great rental space for our community and offers a reasonable rate. We look forward to a long partnership.

Thank you so much.

Sincerely,

A handwritten signature in cursive script that reads "Naomi Holland". The signature is written in dark ink and is positioned above the printed name and title.

Naomi Holland
REFIT Instructor

Sundre West Country Centre
Financial Statement -Sept 1, 2018 to Aug 31,2019

Income & Expenses for Sundre West County Centre

Jan 16, 2020

Income

Bank Interest	107.58
Casino Proceeds	\$23,220.14
Coffee	\$2,999.63
Donations	\$1,367.40
Grant Culture & Tourism	\$0.00
Interest	\$107.59
Jams/ Dances	\$2,984.91
Memberships	\$1,130.00
Misc.	\$397.89
Mtn View County Grant	\$1,875.00
Rent	\$20,290.00
T of Sundre Grant (Dec)	\$1,720.20
Total Income:	

\$56,092.76

Expenses

Advertising	\$452.50
Casino Expenses	\$1,177.95
Club Purchases	\$183.72
Financial Statement	\$80.00
Insurance (Nov)	\$3,687.00
Janitor	\$8,248.28
Janitorial Supplies	\$663.37
Mileage	\$2,354.50
Misc.	\$523.23
Office Supplies	\$245.07
Phone	\$727.37
Ray Kutz lawyer fees	\$1,008.00
Repair/ Maintenance	\$21,313.78
Service Charge	\$0.00
Supplies	\$4,941.53
Utilities	\$6,493.63
Tsf To Casino Acct	\$0.00

\$52,099.93

General Account #551019212135

Opening Balance Sept 1,2018

Income	\$31,231.20	\$29,323.75
O/S Cheque #852	\$226.55	\$60,554.95
Expenses	\$50,263.82	\$60,781.50
Bank Balance Aug 31,2019		<u>\$10,517.68</u>
		<u>\$10,517.68</u>

T-Bill Account #559509212135

Opening Balance Sept 1,2018

Deposit	\$13,514.88
	\$0.00

From: Ray Sharp raysharp@telus.net
Subject: Fw: Quote for Sundre West Country Centre
Date: July 6, 2020 at 8:25 PM
To: eawicks@airenet.com



-----Original Message----- From: ccrouch@telus.net Sent: Sunday, July 5, 2020 3:41 PM To: raysharp@telus.net Subject: Quote for Sundre West Country Centre



MARK CROUCH BACKHOE SERVICE LTD.

BOX 15, SITE 9, R.R. 2
SUNDRE, ALBERTA T0M 1X0
OFFICE: 403-638-2681 FAX: 403-638-2648
PHONE: 403-638-2649 ccrouch@telus.net

July 2, 2020

To: Sundre West Country Centre
Attn.: Ray Sharp
Ph.: 403-638-8602
E-mail: raysharp@telus.net

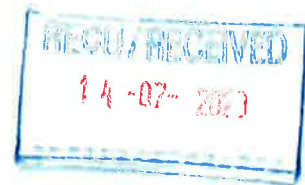
Re: Quote for work at Sundre West Country Centre

Supply equipment (skid steer, grader), labour and materials (36 tonnes 3/4" crushed gravel, 12 tonnes 3/4" screened gravel) to spread gravel on the east and south parking lots and slope away from building

- \$1,875.00 + GST

***NOTES:** - quote is valid as long as there are no delays or interruptions of work while we're on site

- any changes or additional work needed (and pricing) will be discussed before proceeding



Sundre and District Curling Club
P.O. Box 993
Sundre, Alberta
T0M 1X0

2020-07-09

Town of Sundre
P.O. Box 420
Sundre, Alberta
T0M 1X0

Attention: Grants to Organization Review Committee
Legislative Services

Re: Community Recreation and Cultural Grant
Sundre and District Curling Club
Grant Extension Application – Deadline July 31, 2020

The Sundre and District Curling Club would like to take this opportunity to thank the Town of Sundre Council and Grant Organization Review Committee, for the acceptance and approval of the \$10,000.00 grant issued in June, 2020. These funds will go directly to the roof repair at the Sundre curling rink.

At this time, as per your motion at Council on June 22nd, the Curling Club board would like to apply for the 3rd intake of the 2020 Recreational and Cultural Grant Extension Application. – Deadline July 31, 2020. This application is to cover the remaining \$10,000.00 required for the completion of the roof repair at the Sundre curling rink.

It should be noted, as per your motion by council that we are currently in the process of applying for additional grants. These grant applications are to help with the reopening of the curling club facility and the additional operational costs which will be incurred due to Covid 19.

We look forward to hearing from you as to whether we will be receiving the additional funding.

Sincerely,

Kris Burkholder
President
Sundre and District Curling Club



Town of Sundre
717 Main Avenue West – PO Box 420
Sundre AB T0M 1X0

APPLICATION – TOWN OF SUNDRE GRANTS PROGRAM

Name of Applicant Organization:	SUNDRE AND DISTRICT CURLING CLUB
Contact Person:	SVEND NIELSEN
Telephone Numbers:	403-556-0140 or 403-638-2642
Mailing Address & Civic Address	P.O. Box 993 - 101-2nd Avenue Sundre
Email Address	nelsen.honda.sundre@gmail.com
Website (if applicable)	www.sundrecurlingclub.com
Charitable Society Registration #	ALBERTA SOCIETIES ACT # S00018452

☒ Please ensure your application includes the following information:

- ☒ A list of grants to your organization from federal, provincial or other local government agencies or departments applicable to this project, program, or service (Section 3).
- ☒ If this is a new project, a list grants that your organization intends to apply or has made application to other levels of government for the same project (Section 3).
- ☒ A cover letter if you want to provide additional information about your organization and its goals/objectives. Two letters of support or testimonials are recommended. (Section 4). **Please do not include bound materials, promotional materials or reports. If we require more information, you will be contacted during the review process.**
- ☒ The location of your project/activities (Section 5) and benefits to the Town (Section 6).
- ☒ A list of other grants or support your organization already receives from the Town of Sundre (Section 8).

The policy governing the Town of Sundre Grants Program is available on our web site www.sundre.com or may be obtained by calling (403) 638-3551.

1. Please check (v) a grant category and sub-category that applies to your application:

Category (Check All that Apply)	Sub-Category (Check All that Apply)
<input type="checkbox"/> Community Based Organizations	<input type="checkbox"/> Community/Local
<input checked="" type="checkbox"/> Recreation, Parks & Culture Grants	<input type="checkbox"/> Community-based Recreation Programming
	<input checked="" type="checkbox"/> Property Development/Community Facilities
	<input type="checkbox"/> Leadership Development
	<input type="checkbox"/> Community Based Arts (e.g. visual, performing)
<input type="checkbox"/> Community Festival and Events Grant	<input type="checkbox"/> Festival and Events hosted by local Community Organizations

2. Please check (v) the type of grant you are applying for and indicate the amount:

Type of Grant (Check One)	Amount of Grant Requested
<input checked="" type="checkbox"/> One-Time Grant <u>3rd Intake Grant</u>	\$ <u>10,000.00</u>
<input type="checkbox"/> In Kind Grants	Equipment:
	Staff Time:
	Services:

3. Have you applied for other funding for this project/program/service/event? (Please List)

Funding Body	Requested	Confirmed
Federal Government (List Department/Agencies)	\$ <u>N/A</u>	\$ <u>N/A</u>
Other Local Government Bodies (i.e.: Mountain View County)	\$ <u>N/A</u>	\$ <u>N/A</u>
Other Funding Bodies	\$ <u>N/A</u>	\$ <u>N/A</u>
	\$	\$
	\$	\$

4. *Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations with a demonstrated need. The intent is to enhance a project, program, service or other, but is not intended to sustain the organization.*

Please describe your organization's specific project, program or service that the grant monies are being used for (use a separate page if you need more room).

<p>ADDITIONAL FUNDING OF <u>\$10,000.00</u> FOR THE COMPLETION OF ROOF REPAIR ON THE FLAT ROOF, DIRECTLY ABOVE THE KITCHEN & CURLING RINK LOBBY AREA WHICH CONNECT THIS PORTION OF THE FACILITY TO THE ICE SURFACE. TOTAL ROOF REPAIR/REPLACEMENT IS \$20,000.00</p>
--

5. Please describe the community, area and/or group(s) your organization serves:

THE CURLING CLUB ORGANIZATION PROVIDES THE TRAINING AND SPORT OF CURLING FOR PATRONS IN AND AROUND THE SUNDRE AREA. WE PROVIDE HEALTH & WELLNESS BY PROVIDING A MEETING PLACE FOR THE GENERAL PUBLIC AND SUMMER TIME FARMERS MARKETS.

6. What benefits will your project, program or service provide to the community/municipality?

THE FLOOR REPAIR WILL ENSURE AS SAFE / WELL MAINTAINED FACILITY FOR CURLERS + GENERAL PUBLIC. HOSTING EVENTS THROUGHOUT THE YEAR (IE. BONSAI'S, SCHOOL PHYS ED, FARMERS MARKETS, MEETING, SOCIAL EVENTS).

7. What role(s) do/will volunteers play in this project/program/service or the operations of your organization?
How many volunteers participate?

AT THE PRESENT TIME OUR BOARD OF DIRECTORS CONSIST OF 12 MEMBERS. WE ALSO HAVE AN EXTENDED NUMBER OF VOLUNTEERS THAT ASSIST WITH THE MAINTENANCE, FUNDRAISING & EVENT PLANNING.

8. Does your organization receive other forms of assistance from the Town?

WE DO NOT RECEIVE FUNDING ON A REGULAR BASIS FROM THE TOWN OF SUNDRE OR MTN. VIEW COUNTY. HOWEVER IT SHOULD BE NOTED THAT WE RECEIVED FUNDING VIA A GRANT FOR OPERATION IN 2019 & \$10,000 THIS YR.

9. List the in-kind contributions that your organization will provide to this project/program/service.

THE MEMBERS OF THE CURLING CLUB WILL BE ASSISTING WITH THE CONTRACTOR WHERE NEEDED (IE - SET UP & CLEAN UP OF FACILITY, PRIOR TO AND FOLLOWING CONSTRUCTION).

10. Please summarize the major elements of the budget of your project or organization's operating budget specific to the project:

BUDGET			
Revenue		Expenditure	
Revenue Source Details	\$ Amount	Expenditure Details	\$ Amount
Organization \$ Contribution		METAL ROOF REPLACEMENT	20.000.
Fundraising		(QUOTE ATTACHED)	
Donations			
In Kind (if applicable)			
Other Municipalities (if applicable)			
Borrow (if applicable)			
Grant Request June 2020 (REC'D FROM DE SUDDRE)	*10.000		
Other Specify -			
Other Specify -			
Total Estimated Revenue	10.000	Total Estimated Expenditures	20.000.

11. Authorization

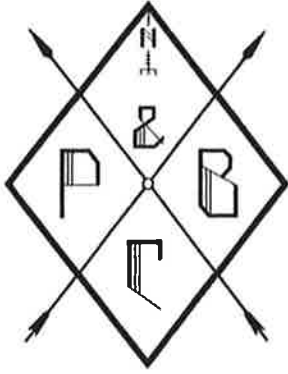
This application must be signed by an authorized signing officer of the Board of Directors:

Application Prepared By: (Contact)	 Signature	<u>SUENO NIELSEN</u> Print Name	<u>JULY 10/20</u> Date
Board Authorization:	 Signature	<u>KRIS BURKHOLDER.</u> Print Name	<u>July 10/2020</u> Date

Remember as you review the policy, you will note that provision has been made for applicants to submit an application for a multi-year grant. You may wish to submit an application on that basis to eliminate the necessity of submitting a separate request in each subsequent year. All that would be required is submission of your most recent financial statements and updated budget each year.

Please mail, drop off, or email your application form and any supporting materials to:

The Town of Sundre
717 Main Avenue West
PO Box 420
Sundre AB
TOM 1X0
townmail@sundre.com



Price & Brothers Contracting Ltd.

Quote #000294

QUOTATION: Lower Metal Roofing

INCLUDED:

1. Removing existing s metal roofing, flashings and out of use items.
2. Supply and install a 1 ply self-adhere vapor barrier.
3. Supply and install 2 ply SBS membrane. One layer of smart-board mechanically fastened, 1 ply 180 flam base and 250 gr. Torched cap sheet.
4. Stripping of all parapet and walls with 2 ply SBS (1 ply self-adhering membrane and 1 ply 250 gr. Cap sheet)
5. Supply and install any new roof flashings, drains, scuppers and vents as required.
6. Cleaning of all debris resulting of this work.
7. 5 year warranty on material and labor. (Extended warranty and maintenance package available upon request.)

All of the above for a total of..... \$17,920.00 +GST

CONDITIONS TO THE ABOVE.

1. Payment of 30% required on delivery of materials.
2. Balance of payment due on completion.

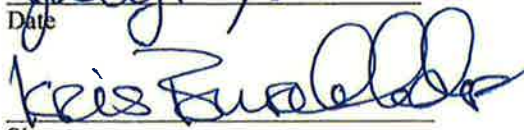
Yours truly,
Price & Brothers Contracting Ltd.

If the above meets with your approval, please sign and return to our office by mail or email.
You can then notify us of a convenient start date. If you have any further questions, please contact us.

Email: price.b.contracting@gmail.com

Phone: (403) 559- 4881

July 10 / 2020
Date


Signature



Sundre & District Agricultural Society
P.O. Box 935
Sundre, Alberta

T0M 1X0

2020-07-09

Sundre and District Curling Club
P.O. Box 993
Sundre, Alberta
T0M 1X0

Dear Mrs. Burkholder,

Re: Community Recreation, Parks and Cultural Grant – Letter of Support

The purpose of this correspondence is to lend our full support to your 3rd Intake Community Recreation, Parks and Cultural Grant from the Town of Sundre. This grant is for an additional \$10,000 for the Roof Replacement Project located over Curling Rink Lobby and Kitchen area

The continued support from the Town of Sundre and Mountain View County is greatly appreciated. The Agricultural Society and the Sundre Farmers Market Group are looking forward to seeing the completion of the Roof Replacement.

Yours truly,

Cody Jackson
President
Sundre & District Agricultural Society



July 09, 2020

Sundre & District Aquatic Society
P.O. Box 648
Sundre, Alberta
T0M 1X0

Sundre and District Curling Club
P.O. Box 993
Sundre, Alberta
T0M 1X0

Attention: Mrs. Burkholder

Dear Mrs. Burkholder,

Re: Community Recreation, Parks and Cultural Grant – Letter of Support

The Sundre & District Aquatic Society is in support of the Sundre Curling Club application to the Town of Sundre for the 3rd Intake Grant Community Recreation, Parks and Cultural Grant. The additional grant is for an additional \$10,000.00 to complete the replacement of the curling rink roof over the kitchen and curling rink lobby area.

Yours truly,

Chris Craig
President
Sundre & District Aquatic Society.

A handwritten signature in blue ink, appearing to be "Chris Craig", written over a horizontal line.

June 23, 2020

Sundre & District Curling Club
PO Box 993
Sundre AB T0M 1X0
Attention: Mr. Svend Nielsen

Re: Town of Sundre Grants to Organizations

On June 17th, 2020, your application for funding for roof repairs to the Curling Club building was reviewed by the Grants to Organization Review Committee. The Committee, at the June 22nd, 2020 Regular Meeting of Council, made a recommendation to Council to approve funding in the amount of \$10,000.

Under the following Motion of Council, the recommendation of the Grant Review Committee was approved.


Res. 137-22-06-20 MOVED by Councillor Warnock that the Town of Sundre Council approve the grant request from the Sundre & District Curling Club in the amount of \$10,000 as recommended by the Grant Review Committee. **CARRIED**

Also, please be aware of the following motion of Council in regard to a 3rd Intake of grant applications.

Res. 138-22-06-20 MOVED by Councillor Wolfe that the Town of Sundre Council approve the extension for Grants to Organizations application deadline to July 31, 2020 for any group wishing to host an event to stimulate the community spirit after the Phase-3 relaunch, and that Council allow the Sundre & District Curling Club to apply for the balance of the costs for repairing the roof, subject to the Curling Club applying for matching grants, as available.

If you require any further information, please feel free to contact me at your convenience.

Sincerely,



Linda Nelson, CLGM, CTAJ, EMR
Chief Administrative Office

/file
cc: Council

CRITERIA OF GRANTS

The criteria questions are scored by the Grant Review Committee; the question is provided are for the applicant's information only.

Criteria Questions	✓	Score
1. Does the project benefit the community as a whole?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	_____
2. Does the project fall within the Town's Strategic Plan Priorities?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	_____
3. Did the group receive funding in the past two years?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	_____
If yes, was the project successful?	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
4. Is there a demonstrated need for the project	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	_____
5. Was the project identified in the <i>Level of Service Workshop</i> ?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	_____
6. Will the project occur within the Town of Sundre? If no, how does the project benefit the community as a whole?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	_____
7. Does the application sustain the organization (i.e. pay for operational costs)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	_____
8. Is there funding available from other government organizations If yes, have you applied?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No	_____
TOTAL		<input type="text"/>

Scoring Legend

Score	Project Impact on Criterion
0	None
1	Low
2	Medium
3	High

The different types of grants awarded under the Town of Sundre Grants Program are listed below.

One-time grant:

- Normally awarded to support an *on-going community-based program* recognized as a priority within a community.
- This type of grant is not intended to support staff, salaries or wages.
- Although an organization may be awarded this type of grant several times, the award does not carry the guarantee of renewal over several years.
- Enhancement of a Capital Project.



Town of Sundre
717 Main Avenue West – PO Box 420
Sundre AB T0M 1X0

APPLICATION – TOWN OF SUNDRE GRANTS PROGRAM

Name of Applicant Organization:	Mountain View High School Rodeo
Contact Person:	Randy Wilson Deb Scott
Telephone Numbers:	403-638-1764 403-638-9554
Mailing Address & Civic Address	Box 15 site 10 RR#2 Sundre, AB T0M 1X0 Box 19 site 3 RR#2 Sundre, AB T0M 1X0
Email Address	randygrwilson@gmail.com spurdog7@gmail.com
Website (if applicable)	
Charitable Society Registration #	

☒ Please ensure your application includes the following information:

- ☐ A list of grants to your organization from federal, provincial or other local government agencies or departments applicable to this project, program, or service (Section 3).
- ☐ If this is a new project, a list grants that your organization intends to apply or has made application to other levels of government for the same project (Section 3).
- ☐ A cover letter if you want to provide additional information about your organization and its goals/objectives. Two letters of support or testimonials are recommended. (Section 4). **Please do not include bound materials, promotional materials or reports. If we require more information, you will be contacted during the review process.**
- ☐ The location of your project/activities (Section 5) and benefits to the Town (Section 6).
- ☐ A list of other grants or support your organization already receives from the Town of Sundre (Section 8).

The policy governing the Town of Sundre Grants Program is available on our web site www.sundre.com or may be obtained by calling (403) 638-3551.

1. Please check (✓) a grant category and sub-category that applies to your application:

Category (Check All that Apply)	Sub-Category (Check All that Apply)
<input checked="" type="checkbox"/> Community Based Organizations	<input checked="" type="checkbox"/> Community/Local
<input checked="" type="checkbox"/> Recreation, Parks & Culture Grants	<input checked="" type="checkbox"/> Community-based Recreation Programming <input type="checkbox"/> Property Development/Community Facilities <input type="checkbox"/> Leadership Development <input type="checkbox"/> Community Based Arts (e.g. visual, performing)
<input checked="" type="checkbox"/> Community Festival and Events Grant	<input checked="" type="checkbox"/> Festival and Events hosted by local Community Organizations

2. Please check (✓) the type of grant you are applying for and indicate the amount:

Type of Grant (Check One)	Amount of Grant Requested
<input checked="" type="checkbox"/> One-Time Grant	\$ 1500.00
<input type="checkbox"/> In Kind Grants	Equipment:
	Staff Time:
	Services:

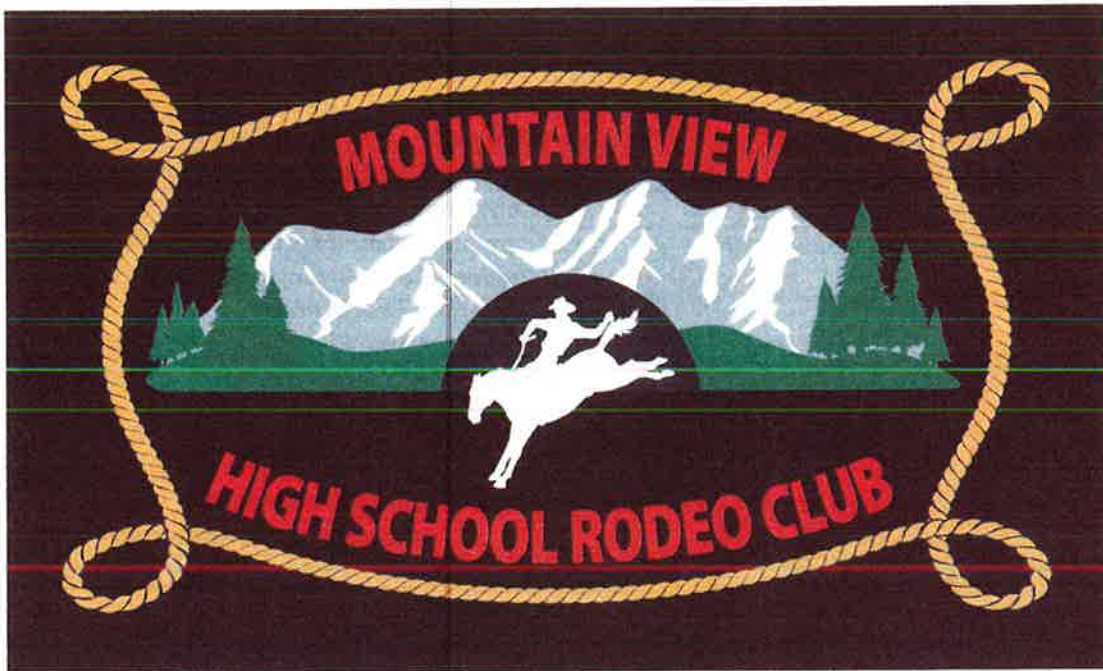
3. Have you applied for other funding for this project/program/service/event? (Please List)

Funding Body	Requested	Confirmed
Federal Government (List Department/Agencies)	\$	\$
Other Local Government Bodies (i.e.: Mountain View County)	\$	\$
Other Funding Bodies	\$	\$
	\$	\$
	\$	

4. *Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations with a demonstrated need. The intent is to enhance a project, program, service or other, but is not intended to sustain the organization.*

Please describe your organization's specific project, program or service that the grant monies are being used for (use a separate page if you need more room).

Please refer to the attached letter.



**Sundre High School Rodeo & Junior Division
September 18, 19 & 20, 2020
Sundre Rodeo Grounds**

The Mountain View High School Rodeo Club (Sundre) is proud to announce that we will be hosting our annual Alberta High School Rodeo Association Junior Division and High School Rodeo in September 18, 19 & 20, 2020. It will feature some of the top, up and coming youth rodeo talent, with over 200 entries from junior high and high school students across central Alberta. Alberta High School Rodeo is one of the only athletic organizations that require full school attendance, review of report cards, no alcohol, no drugs, and complete dedication.

The Mountain View High School Rodeo Club is soliciting sponsorship for the running of the event and for prizes for the top contestants in each event. This event brings approximately 200 families to the town of Sundre for the weekend. Most of these families support local businesses during their stay to purchase fuel, groceries, meals at restaurants and many other things. Our event also introduces these families to the town and all it has to offer for future visits. The rodeo performances are free for spectators and we encourage community members to come out and watch these excellent rodeo athletes compete. The Mountain View High School Rodeo Club is comprised of students who compete at various Alberta High School Rodeos throughout the year and their families. They are a completely volunteer group who organize and run this rodeo event.

Your support of this academic and athletic excellence in youth would be greatly appreciated and we thank you for your consideration of this sponsorship request.

For further inquiries please contact Randy Wilson at 403-638-4292 or e-mail randyqrwilson@gmail.com

Sincerely,
MOUNTAIN VIEW HIGH SCHOOL RODEO CLUB

Please make all cheques payable to: **MVHSRC**
Mail to: **Tracy Wilson Box 15 Site 10 RR#2 Sundre, Alberta T0M 1X0**

10. Please summarize the major elements of the budget of your project or organization's operating budget specific to the project:

BUDGET			
Revenue		Expenditure	
Revenue Source Details	\$ Amount	Expenditure Details	\$ Amount
Organization \$ Contribution	\$5,748.11	Please see attached expenses from 2019	
Fundraising			
Donations / Sponsorship	unknown at this time		
In Kind (if applicable)			
Other Municipalities (if applicable)			
Borrow (if applicable)			
Grant Request	\$1500.00		
Other Specify - Entry Fees	Approx. \$18,076.00		
Other Specify -			
Total Estimated Revenue	\$25,324.11	Total Estimated Expenditures Expenses from 2019 + will be similar for 2020	\$22,642.00

5. Please describe the community, area and/or group(s) your organization serves:

The Mountain View High School Rodeo Club hosts a Jr. High and High School rodeo at the Sundre Rodeo grounds each year, sanctioned by the Alberta High School Rodeo Association.

6. What benefits will your project, program or service provide to the community/municipality?

The event is free for public to come and watch up and coming rodeo athletes perform in the three rodeo performances. This brings approximately 200 families to the town who support local business while here.

7. What role(s) do/will volunteers play in this project/program/service or the operations of your organization?
How many volunteers participate?

The entire rodeo is organized and put on by volunteers from the MVHSR Club as well as other volunteers from the community.

8. Does your organization receive other forms of assistance from the Town?

No.

9. List the in-kind contributions that your organization will provide to this project/program/service.

MOUNTAINVIEW HIGH SCHOOL RODEO SEPTEMBER 2019

EXPENSES	
AHSRA--SANCTION FEES	600.00
SMARTS TROPHIES--PRIZES	1994.41
VITAL SIGNS--MEDIC	2362.50
LAWRENCE PENGELLY--ROUGHSTOCK	4410.00
TARYN COUNTRYMAN--BULLFIGHTER	250.00
KANI JOHNSON--BULLFIGHTER	250.00
LOGAN TUCKER--PICK UP MAN	250.00
JUSTIN MESTON--PICK UP MAN	250.00
GLEN ADIE--JUDGE	750.00
SHAUN ARGENT--JUDGE	750.00
SAIGE JACKSON--JUDGE	750.00
JACE THORSTEINSON--ANNOUNCER	750.00
SHANNON ARGENT--TIMER	750.00
SHANNON ARGENT--HORN	25.19
SHANAY WILSON--TIMER	375.00
CODI WILSON--TIMER	375.00
PRIME TIME CATTLE--GOATS	480.00
HARLEE WILSON--TIMED EVENT STOCK	3280.00
RANDY AND TRACY--OFFICE SUPPLIES AND PIZZA	292.75
OUR CAN CO.	525.00
WESTLAND INSURANCE	383.00
AHSRA--JR HIGH FINALS AND INSURANCE	490.00
AHSRA--SR HIGH FINALS AND INSURANCE	2200.00
CARSTAIRS WASTE--GARBAGE BIN	99.75
	22642.60

11. Authorization

This application must be signed by an authorized signing officer of the Board of Directors:

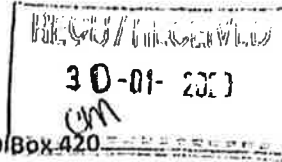
Application Prepared By: Tracy Wilson Tracy Wilson July 13/20
(Contact) Signature Print Name Date

Board Authorization: Debbie Scott DEBBIE SCOTT JULY 13/20
Signature Print Name Date

Remember as you review the policy, you will note that provision has been made for applicants to submit an application for a multi-year grant. You may wish to submit an application on that basis to eliminate the necessity of submitting a separate request in each subsequent year. All that would be required is submission of your most recent financial statements and updated budget each year.

Please mail, drop off, or email your application form and any supporting materials to:

The Town of Sundre
717 Main Avenue West
PO Box 420
Sundre AB
TOM 1X0
townmail@sundre.com



Schedule A

The criteria questions are scored by the Grant Review Committee; the questions are provided for the applicant's information only.

Evaluation Criteria – Grant Application		Score	
1. Municipal Mission			
<u>Vital</u> – Fundamental to the Town's Strategic Plan & Level of Service Priorities	H	3	
<u>Notable</u> – Identified in the Town's Level of Service Priority	M	2	
<u>Non-Critical</u> – Some relevance to Level of Service, but not Strategic Plan Priorities	L	1	
3. Public Need			
<u>Community at Large</u> – General need, benefit the community as a whole	H	3	
<u>Multiple Interests</u> – Some need, a limited number of areas	M	2	
<u>Vested Interests</u> – Special interest group(s) localized	L	1	
4. Public Benefit			
<u>Public Interest</u> – All residents may derive benefit	H	3	
<u>Mixed Interest</u> – Some residents derive benefit	M	2	
	L	1	
5. Human Development & Inclusion – Volunteer Participation			
<u>High</u> – Equality of access and opportunities (demographic, geographic)	H	3	
<u>Moderate</u> – Range of demographic groups and/or development potential	M	2	
<u>Low</u> limited opportunity, access or development potential	L	1	
6. Quality of Life			
<u>Livable Community</u> – Important to livable/sustainable community	H	3	
<u>Community Pride</u> – Instills pride, sense of community	M	2	
<u>Community Image</u> – Enhances image or public perception	L	1	
7. Alternate Providers			
<u>Limited</u> – No other potential providers	H	3	
<u>Some</u> – Some potential alternate providers	M	2	
<u>Many</u> – Many potential or existing providers	L	1	

1. Please check (v) a grant category and sub-category that applies to your application:

Category (Check All that Apply)	Sub-Category (Check All that Apply)
<input checked="" type="checkbox"/> Community Based Organizations	<input checked="" type="checkbox"/> Community/Local
<input type="checkbox"/> Recreation, Parks & Culture Grants	<input type="checkbox"/> Community-based Recreation Programming
	<input type="checkbox"/> Property Development/Community Facilities
	<input type="checkbox"/> Leadership Development
	<input type="checkbox"/> Community Based Arts (e.g. visual, performing)
<input type="checkbox"/> Community Festival and Events Grant	<input type="checkbox"/> Festival and Events hosted by local Community Organizations

2. Please check (v) the type of grant you are applying for and indicate the amount:

Type of Grant (Check One)	Amount of Grant Requested
<input checked="" type="checkbox"/> One-Time Grant	\$ 1113.84 \$1500.00
<input checked="" type="checkbox"/> In Kind Grants	Equipment:
	Staff Time:
	Services:

3. Have you applied for other funding for this project/program/service/event? (Please List)

Funding Body	Requested	Confirmed
Federal Government (List Department/Agencies)	\$	\$
Other Local Government Bodies (i.e.: Mountain View County)	\$	\$
Other Funding Bodies	\$	\$
	\$	\$
	\$	

4. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations with a demonstrated need. The intent is to enhance a project, program, service or other, but is not intended to sustain the organization.

Please describe your organization's specific project, program or service that the grant monies are being used for (use a separate page if you need more room).

This grant is being requested to supplement fundraising that has been completed by the Sundre High School Class of 2020. Any Grant monies received will be used to support the Sundre High School Graduating Class of 2020 Graduation Dinner and Prom. *Celebration*

5. Please describe the community, area and/or group(s) your organization serves:

Graduation is an opportunity to celebrate the successes of students as well as the teachers, parents, coaches and the community as a whole. Graduation can be the opportunity to congratulate our newly minted young adults and welcome them as mature members of our community.

6. What benefits will your project, program or service provide to the community/municipality?

An opportunity to engage with families and students. Celebrate our local school, teachers and all the work they do to make Sundre a great place to grow up. Grad also provides younger siblings with something to aspire to and makes all the hardwork through elementary and high school worthwhile.

7. What role(s) do/will volunteers play in this project/program/service or the operations of your organization?
How many volunteers participate?

The remainder of the budget for the ~~graduation dinner and prom~~^{celebration} will come from ticket sales and the volunteer work the students have done throughout their high school careers in May Queen. Parents have been elected to form a board to organize and coordinate the event and parents will volunteer their time to decorate before and clean up after the event.

8. Does your organization receive other forms of assistance from the Town?

No

9. List the in-kind contributions that your organization will provide to this project/program/service.

The remainder of the Graduation ~~Dinner and~~ Prom will be organized, coordinated and decorated by parents of the graduates and school faculty members. The Graduating Class of 2021 and their parents will help with the set up the day of graduation as well as escorting guests to ~~tables and clearing plates.~~

✓
their seats

10. Please summarize the major elements of the budget of your project or organization's operating budget specific to the project:

BUDGET			
Revenue		Expenditure	
Revenue Source Details	\$ Amount	Expenditure Details	\$ Amount
Organization \$ Contribution			
Fundraising			
Donations			
In Kind (if applicable)	* See	attached *	
Other Municipalities (if applicable)			
Borrow (if applicable)			
Grant Request			
Other Specify -			
Other Specify -			
Total Estimated Revenue		Total Estimated Expenditures	

Please see attached budget.

While we are currently operating with a balanced budget, we anticipate costs may have risen compared to previous years and would very much appreciate any contribution the Town of Sundre would be willing to make.

11. Authorization

This application must be signed by an authorized signing officer of the Board of Directors:

Application Prepared By: (Contact)	<u>Stacey Johnson</u> Signature	<u>Stacey Johnson</u> Print Name	<u>June 25, 2020</u> <u>January 28, 2020</u> Date
Board Authorization:	<u>Stacey Johnson</u> Signature	<u>Stacey Johnson</u> Print Name	<u>June 25, 2020</u> <u>January 28, 2020</u> Date

Remember as you review the policy, you will note that provision has been made for applicants to submit an application for a multi-year grant. You may wish to submit an application on that basis to eliminate the necessity of submitting a separate request in each subsequent year. All that would be required is submission of your most recent financial statements and updated budget each year.

Please mail, drop off, or email your application form and any supporting materials to:

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717 Main Avenue West
PO Box 420
Sundre AB
T0M 1X0
townmail@sundre.com

Number of grads		71	
Guests per grad 7		497	
Number of non-paying guests		16	503
Total guests		584	
Number of grads without May Queen hours			
PROM 2020	Budget 2020		Actual 2020
Income			
May Queen Acct. Balance	\$10,597.57		\$10,597.57
2020 May Queen	\$3,100.00		
Donation			
Ticket Sales			
Adult(\$30/person) 503	\$15,090.00	30	
6-12Yrs (\$30/person) 10	\$300.00	30	
1-5 Yrs (free)			
DVD sales			
Grads who owe (@ \$?)			
Total Income	\$29,087.57		\$10,597.57
Expenses			
Meal (69 grads)	\$1,583.55	\$22.95	
Adult Meal (7guests eachx69=483)	\$10,855.35	\$22.95	
Child Meal (10)	\$100.00	\$10	
Teachers & Guests (16)	\$367.20	\$22.95	
GST (prior years)			
Gratuity @ 15%	\$1,935.92		\$0.00
Table Rental - school			
Table Rental - town			
Chair Rental (575) @ \$1.95	\$1,121.25		
Printing & Envelopes	\$350.00		
Postage	\$72.00		
Photographer	\$1,200.00		
Video			
Venue Arena for 6days \$500 damage dep	\$972.40		\$1,113.84
Carpet Runners	\$750.00		
Photobooth / Lighting / Sound	\$2,375.00		\$2,375.00
Misc Rental & Expenses	\$1,350.00		
Table Cloth Rentals			
Lighting for decorating	\$350.00		
Decorating	\$4,000.00		
Chair covers 575 @ \$1.25	\$718.75		
Thank you gifts	\$150.00		
DVD's			
Gifts for grads			
GST	\$452.02		\$55.82
Total Expenses	\$28,703.44		\$3,544.66

VOID

Less committed funds			
Damage deposits to be refunded	\$500.00		\$500.00
Proposed surplus	\$384.13		\$7,052.91

VOID

Prom 2020

Expenses

Chair Rental	\$599.59
Deposit	\$362.50
Chair Cover Rental Deposit	\$105.37
Arena Rental	\$533.75
Supplies	\$62.01
Moose & Squirrel Postage	\$2,646.00
Sundre Historic Society	\$4,309.22
Total	

Income

May Queen Grade	\$7,213.87
9 & 10	\$3,551.80
May Queen Grade 11	\$3,100.00
Donation	\$13,865.67
Total	

Summary of Forecasted Expenses/Refunds

Deposit

Refunds

Under the Arch	\$362.50
Special Event	
Rentals	\$545.01
Town of Sundre	\$105.37
Total Refunds	\$1,012.88

Decorating

	Based on \$5 a mask for 72
Face Masks	\$378.00 masks

Venue

	Quote from Stacey with gst
Porta Potties	\$357.00 added
Screen	\$3,000.00 Rodeo cost divided by 4
Sound System	\$25.00

Parade

Magnetic Signs	\$2,948.40 Quote Linda received
----------------	---------------------------------

Fireworks

\$5,000.00

Total Expenses	\$11,708.40
-----------------------	--------------------

(\$1,139.07)



Town of Sundre
717 Main Avenue West – PO Box 420
Sundre AB T0M 1X0

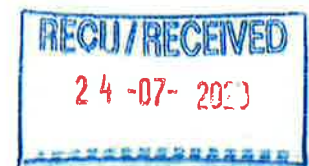
APPLICATION – TOWN OF SUNDRE GRANTS PROGRAM

Name of Applicant Organization:	Sundre Palliative Care Association
Contact Person:	Diana Kleinboog
Telephone Numbers:	403 335-8481
Mailing Address & Civic Address	Box 1259 Sundre AB
Email Address	sundre.palliativecare@gmail.com
Website (if applicable)	
Charitable Society Registration #	#894490663R0001

☒ Please ensure your application includes the following information:

- ☐ A list of grants to your organization from federal, provincial or other local government agencies or departments applicable to this project, program, or service (Section 3).
- ☐ If this is a new project, a list grants that your organization intends to apply or has made application to other levels of government for the same project (Section 3).
- ☐ A cover letter if you want to provide additional information about your organization and its goals/objectives. Two letters of support or testimonials are recommended. (Section 4). Please do not include bound materials, promotional materials or reports. If we require more information, you will be contacted during the review process.
- ☐ The location of your project/activities (Section 5) and benefits to the Town (Section 6).
- ☐ A list of other grants or support your organization already receives from the Town of Sundre (Section 8).

The policy governing the Town of Sundre Grants Program is available on our web site www.sundre.com or may be obtained by calling (403) 638-3551.



1. Please check (v) a grant category and sub-category that applies to your application:

Category (Check All that Apply)	Sub-Category (Check All that Apply)
<input checked="" type="checkbox"/> Community Based Organizations	<input checked="" type="checkbox"/> Community/Local
<input checked="" type="checkbox"/> Recreation, Parks & Culture Grants	<input type="checkbox"/> Community-based Recreation Programming
	<input checked="" type="checkbox"/> Property Development/Community Facilities
	<input type="checkbox"/> Leadership Development
	<input type="checkbox"/> Community Based Arts (e.g. visual, performing)
<input type="checkbox"/> Community Festival and Events Grant	<input type="checkbox"/> Festival and Events hosted by local Community Organizations

2. Please check (v) the type of grant you are applying for and indicate the amount:

Type of Grant (Check One)	Amount of Grant Requested
<input type="checkbox"/> One-Time Grant	\$
<input checked="" type="checkbox"/> In Kind Grants	Equipment: } 2020 - 40 HOURS
	Staff Time: } 2021 - 95 HOURS
	Services: Lawn Mowing, Watering Trees

3. Have you applied for other funding for this project/program/service/event? (Please List)

Funding Body	Requested	Confirmed
Federal Government (List Department/Agencies)	\$	\$
Other Local Government Bodies (i.e.: Mountain View County)	\$	\$
Other Funding Bodies	\$	\$
UFA Rural Communities Foundation Grant	\$ 10,000	\$ } not yet
Shell Legacy Fund.	\$ 5,000	} submitted.

4. Grants are intended to provide modest levels of support and assistance to community non-profit organizations and other organizations with a demonstrated need. The intent is to enhance a project, program, service or other, but is not intended to sustain the organization.

Please describe your organization's specific project, program or service that the grant monies are being used for (use a separate page if you need more room).

<p>This in-kind grant application is being made in order to quantify the supports being made available by the Town, with respect to the care and development of the Knott's Glen Memorial Park. It is anticipated that mowing and tree watering for 2020 will approximate 40 hours; and 90 hrs for 2021.</p>
--

5. Please describe the community, area and/or group(s) your organization serves:

The Sundre Palliative Care Association serves Sundre and district through the provision of end-of-life and grief/bereavement supports. It is funded by private donations and is operated on a volunteer basis.

6. What benefits will your project, program or service provide to the community/municipality?

This project is intended for the use of all community member as a place to honour the memory of our loved ones. In addition this will reclaim and beautify an neglected area of town. The naming of the park recognizes the donations made by this family.

7. What role(s) do/will volunteers play in this project/program/service or the operations of your organization?
How many volunteers participate?

At this time it is proposed that the labyrinth/ memory walkway be crafted and built by volunteers. It is anticipated that 25+ volunteers will be involved.

8. Does your organization receive other forms of assistance from the Town?

No

9. List the in-kind contributions that your organization will provide to this project/program/service.

The organization and development of this project is done on a volunteer basis. This has, and will continue to include research, tree procurement, and plantings; promoting community partnerships.

10. Please summarize the major elements of the budget of your project or organization's operating budget specific to the project:

BUDGET 2020			
Revenue		Expenditure	
Revenue Source Details	\$ Amount	Expenditure Details	\$ Amount
Sundre Palliative Care Association	7000.00		
Fundraising		Initial Site Preparation and Fencing	13,250.00
Donations Private	10,500.00	Trees (8)	750.00
In Kind (if applicable) Vendor discounts	1050.00	Costs of Plantings: Holes, topsoil & amendments	2000.00
Other Municipalities (if applicable)		Concrete Pads for Sculpture & Benches(3)	3000.00
Borrow (if applicable)		Sculpture Install	400.00
Grant Request			
Other Specify Morton Burke Rock Sculpture	Not Disclosed		
Other Specify -			
Total Estimated Revenue	18,550.00	Total Estimated Expenditures	19,400.00

10. Please summarize the major elements of the budget of your project or organization's operating budget specific to the project:

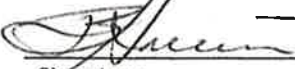

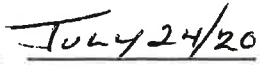
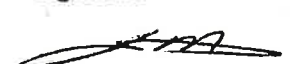
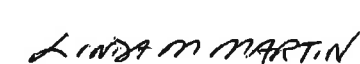

BUDGET 2021			
Revenue		Expenditure	
Revenue Source Details	\$ Amount	Expenditure Details	\$ Amount
Organization \$ Contribution S.P.C.H.	NYE	Further Site Development ie. pathways	6000.00
Fundraising		Additional Trees	4000.00
Donations *	\$ 9,000.00	Gates & Signage	3000.00
In Kind (if applicable)			
Other Municipalities (if applicable)		3 Benches install	2000.00
Borrow (if applicable)			
Grant Request * *			
Other Specify -			
Other Specify -			
Total Estimated Revenue		Total Estimated Expenditures	15,000

* Estimated. Private donations, plus
Trees (min 10) purchased (\$200.00 each) and
Benches (3) available at estimated cost of \$650.00

* * UFA Rural Communities Foundation Grant \$10,000
Shell Legacy Fund \$5000.00

11. Authorization

This application must be signed by an authorized signing officer of the Board of Directors:

Application Prepared By: (Contact)	 Signature	 Print Name	 Date
Board Authorization:	 Signature	 Print Name	 Date

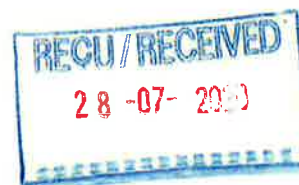
Remember as you review the policy, you will note that provision has been made for applicants to submit an application for a multi-year grant. You may wish to submit an application on that basis to eliminate the necessity of submitting a separate request in each subsequent year. All that would be required is submission of your most recent financial statements and updated budget each year.

Please mail, drop off, or email your application form and any supporting materials to:

The Town of Sundre
717 Main Avenue West
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T0M 1X0
townmail@sundre.com



Town of Sundre
717 Main Avenue West – PO Box 420
Sundre AB T0M 1X0



APPLICATION – TOWN OF SUNDRE GRANTS PROGRAM

Name of Applicant Organization:	Sundre Bike'nSki Club
Contact Person:	Katie Jo Munro
Telephone Numbers:	403-763-7332
Mailing Address & Civic Address	Box 2242, Sundre
Email Address	sundrebikenski@gmail.com
Website (if applicable)	sundrebikenski.yolasite.com
Charitable Society Registration #	5019194413

☒ Please ensure your application includes the following information:

- ☐ A list of grants to your organization from federal, provincial or other local government agencies or departments applicable to this project, program, or service (Section 3).
- ☐ If this is a new project, a list grants that your organization intends to apply or has made application to other levels of government for the same project (Section 3).
- ☐ A cover letter if you want to provide additional information about your organization and its goals/objectives. Two letters of support or testimonials are recommended. (Section 4). **Please do not include bound materials, promotional materials or reports. If we require more information, you will be contacted during the review process.**
- ☐ The location of your project/activities (Section 5) and benefits to the Town (Section 6).
- ☐ A list of other grants or support your organization already receives from the Town of Sundre (Section 8).

The policy governing the Town of Sundre Grants Program is available on our web site www.sundre.com or may be obtained by calling (403) 638-3551.

5. Please describe the community, area and/or group(s) your organization serves:

Residents of Sundre and area as well as visitors benefit from the maintenance of trails for hiking, trail running, mountain and fat biking and cross country skiing. Cross country ski lessons are offered annually targeting children and youth.

6. What benefits will your project, program or service provide to the community/municipality?

Summer maintenance of single track trails contributes to the safety and enjoyability for hikers, trail runners and mountain bikers. Winter trail grooming and track setting facilitates use of the Town's natural areas for walking, fat biking and cross country skiing. The Club's efforts constitute an important element in the Town's marketing strategy as a outdoor recreation destination.

**7. What role(s) do/will volunteers play in this project/program/service or the operations of your organization?
How many volunteers participate?**

The Club's volunteers provide considerable labour throughout the year with trail maintenance, grooming and track setting in addition to time spent administering and delivering cross country ski lessons. Volunteers also act as mentors and guides for mountain and fat biking as well as expert service to GNP programs.

8. Does your organization receive other forms of assistance from the Town?

Club volunteers work collaboratively with staff from several departments, notably Community Services, Maintenance and Economic Development.

9. List the in-kind contributions that your organization will provide to this project/program/service.

Club volunteers contribute labour and, frequently, their own tools and machines. The average number of hours per week varies seasonally: three to five during the summer and frequently more than twenty during the winter when instructors and coaches time, trail and track grooming, and equipment maintenance are accounted for.

10. Please summarize the major elements of the budget of your project or organization's operating budget specific to the project:

BUDGET			
Revenue		Expenditure	
Revenue Source Details	\$ Amount	Expenditure Details	\$ Amount
Organization \$ Contribution	3,000.00	YTS Ginzu snow groomer/track setter	9,600.00
Fundraising	22,000.00	Tow machine	12,500.00
Donations	300.00	Storage shed - basic structure	7,800.00
In Kind (if applicable)		Storage shed - functional refinements	2,400
Other Municipalities (if applicable)			
Borrow (if applicable)			
Grant Request	6,000.00		
Other Specify -			
Other Specify -			
Total Estimated Revenue	31,300.00	Total Estimated Expenditures	31,300.00

11. Authorization

This application must be signed by an authorized signing officer of the Board of Directors:

Application Prepared By:
(Contact)


Signature

Bryan McBain

Print Name

July 23, 2020

Date

Board Authorization:


Signature

Katie Jo Munro

Print Name

July 25, 2020

Date

Remember as you review the policy, you will note that provision has been made for applicants to submit an application for a multi-year grant. You may wish to submit an application on that basis to eliminate the necessity of submitting a separate request in each subsequent year. All that would be required is submission of your most recent financial statements and updated budget each year.

Please mail, drop off, or email your application form and any supporting materials to:

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townmail@sundre.com