

DCA Community Impact Grant Application Form – 2023

Sponsored by Cypress County, administered by the Dunmore Community Association

APPLICATION GUIDELINES:

Projects, events and initiatives that qualify must demonstrate direct benefit to residents in Dunmore, AB.

Applications are reviewed by the DCA Board of Directors. Preference will be given to projects/events that are open to the general public.

Applications and supporting information may be submitted via email to dcadirectors@gmail.com (preferred), or via mail to:

Dunmore Community Association

RE: DCA Community Impact Grant Application

1053 7th Ave Dunmore, AB T1B0J8

Applications may be received year-round but will be awarded on a first-come basis until the yearly grant allocation has been expended. Applications will be reviewed and voted on at the next scheduled Board of Directors meeting after it is received.

ADDITIONAL INFORMATION:

Incomplete applications will not be considered. If you have any questions or would like assistance with the application, please email dcadirectors@gmail.com.

Successful applicants MUST complete a *DCA Community Grant Evaluation Report* on or before December 31, 2023. Non-compliance will restrict the applicant from future participation in the DCA Community Impact Grant Program.

A copy of receipts must be provided as part of the *DCA Community Grant Evaluation Report*

Projects that are not completed within the provided timelines will be subject to review and may result in a request for returned funds.



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Section A. General Information

Name: _____	
Address: _____	
Contact Person (Title if applicable): _____	
Email: _____	Phone: _____

Section B. Project/Event Description

Project/Event Title: _____
Start Date: _____ End Date: _____
Please provide a brief description of your project or event, target audience, and objectives:

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Section C. Project/Event Finances

Total Project Budget: \$ _____

Amount Requested: \$ _____

Section D. DCA Community Impact Grant Agreement

Name of Applicant: _____

The applicant agrees to the following terms and conditions:

1. The applicant will use all grant funding awarded for the stated purpose within this application.
2. At the conclusion of the project/event, the applicant agrees to complete and submit the *DCA Community Impact Grant Evaluation Report*.
3. Any part of the Grant not spent must be repaid to the Dunmore Community Association (copies of receipts of equal or great value must be submitted)

I hereby acknowledge that:

The information contained in this application and accompanying documents is true, accurate, and complete.

I have read the DCA Community Impact Grant Agreement which outlines the terms and conditions of the grant agreement and by signing below, I am agreeing to all the terms and conditions.

Signature of Authorized Representative

Date

Phone

Authorized Representative Name (printed)

Title (if applicable)

Email

DCA Community Impact Grant Evaluation Report

Report is due on or before December 31, 2023

Submit electronically within three months of project/event completion or by yearly deadline (whichever is sooner) to dcadirectors@gmail.com.

A. Applicant and Grant Information, including all of the following:

- a. Name and mailing address
- b. Contact Name including telephone number and email address
- c. Grant Award Amount

B. Outcomes describing the following in a brief paragraph:

- a. Brief summary of how the project/event went, how many attendees, goals met, etc...
- b. Please include 2+ photos of the project/event in action as separate JPEG or PNG attachments.

C. Conclusions

- a. Describe any future plans for the program/event; will this be recurring.
- b. Describe plans to fund the project or event in the future (if applicable).

D. Budget

- a. Submit copies of receipts for project expenses equal to or greater than the grant funding awarded
- b. If all funds were not used, the remaining balance is to be returned to the Dunmore Community Association to be re-allocated to another project

Please contact the DCA Board of Directors at dcadirectors@gmail.com with any questions regarding this evaluation report.