



Youth Event Sponsorship Application Form

POLICY #15-10

PURPOSE

Kneehill County is committed to supporting and nurturing the growth, development, and empowerment of young individuals within our community. To further this mission, we have established the Youth Event Grant Policy to provide financial assistance to organizations operating within the boundaries of Kneehill County, for the purpose of organizing and conducting youth-orientated events, activities, and programs.

ELIGIBILITY

Who can apply?

- Applicants must be an organization, team, or youth group operating within Kneehill County, including urban neighborhoods within the County.
- The activity/event should primarily target participants in the age range of 6 to 18 years.

Who cannot apply?

- Public and Private Schools
- Projects that are already receiving financial support from other County sources.
- Individuals
- Businesses

SUBMISSION DATES

Applications are open from January 1st to December 31st of each year.

GENERAL GUIDELINES

1. Grant amounts are limited to one per financial year.
2. Grants cannot be spent on capital items.
3. It is encouraged for applicants to present to Council, especially if they can be conducted by the Youth involved, but is not mandatory.
4. Grant recipients must acknowledge Kneehill County's support in event marketing and promotional materials.
5. A brief final report is required within 30 days of your event or activity, and the event may be focused in our newsletter.

SEND YOUR COMPLETED APPLICATION TO:

Kneehill County
Grant Program
PO Box 400
Three Hills, AB
T0M 2A0

Or alternatively via email:
execassist@kneehillcounty.com

*Please direct all application inquiries to:
Carolyn Van der Kuil at 403-443-5541.*



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APPLICANT INFORMATION

Date: _____

Name: _____

Mailing Address: _____

City: _____ Province: Alberta Postal Code: _____

(All correspondence and cheques will be mailed to this address)

Telephone: _____ Email: _____

Cheques made payable to: _____

EVENT/ACTIVITY INFORMATION

Event Name: _____

Date of Event: _____

What is the targeted age group? _____

What is the estimated amount of youth that will benefit from this event? _____

How will you let people know about your event? _____

Are you able to present your request to Council? Yes No

How will your event impact the youth in our community?



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BUDGET

Requested Amount from Kneehill County	\$
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Please provide a brief budget breakdown on a separate page that includes the following:
Income: Please list all the income, including the requested amount from Kneehill County, that is directly related to the event/activity including but not limited to:

- Other grants from other government agencies, community organizations and groups, sponsors, etc.
- Donations
- Fees/admissions from those attending
- Fundraisers

Expenses: Please list all expenses directly related to the event/activity including but not limited to:

- Advertising
- Entertainment
- Equipment Rental
- Honorariums
- Food & Beverage Supplies
- Insurance
- Materials/Supplies
- Permits/Licenses
- Prizes
- Venue Rental

APPLICANT AGREEMENT

I DECLARE THAT:
By submitting your application, you agree to abide by the statements below. Successful applicants will be notified by email.

- I agree to provide a brief final report which will be submitted to Kneehill County within 30 days of the event.
- If my event/activity does not occur within the time specified in this application, I will contact the County to either return the grant dollar or discuss alternatives.
- I agree that I will use the phrase "Funded in part by Kneehill County Youth Event Sponsorship Grant" in promotional materials.
- Kneehill County's communications may incorporate project details and corresponding photos.

Signature: _____
Name Printed: _____
Date: _____

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive a grant. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to Council during a Council meeting. Questions regarding the collection of this information can be directed to the FOIP Coordinator at 403-443-5541.