



POLICY

Section Grants/Scholarships/Awards/Donation	Policy No. 15-3	Page 1 of 4
Policy Title Community Grants to Non-Profit Organizations	Date: November 28, 2023	Motion No. 421/23

Policy Statement:

Kneehill County recognizes that volunteer community associations are vital to the health, well-being and social development of our community. Each year Kneehill County Council allocates a predetermined amount of money towards project based initiatives and non-operational expenditures through a grant process that responds to community need and are community driven. Funding under this Policy is a one- time interim measure and is not to be relied on as a continuing source of revenue. Council fully expects community organizations to be self-sustaining and to develop working relationships with other contributing partners.

Purpose:

This policy is intended to address grant requests from Non-Profit Organizations. This policy and its associated procedure establishes eligibility criteria and a process for receiving grant applications from Non-Profit Organizations, as well as protocols for distributing grants and receiving reports that outline how funds have been expended.

Policy Guidelines/Procedures:

1. Eligibility

1.1. Community Grants to Non-Profit Organizations shall be limited to those organizations that:

- a) Have short-term minor projects
- b) Have Projects that can be completed within one year of funding approval
- c) Are responsible for the financial operation of the project
- d) Have project-based initiatives and not operational expenditures
- e) Are able to match the funding requested at a minimum of 50 per cent of the total project cost

1.2. The following organizations are eligible for funding under this policy:

- a) Non-profit organizations, societies, or associations
 - i) Who have society status for minimum of 2 (two) years and be in good standing
 - ii) Who operate within Kneehill County and project is completed within Kneehill County boundaries

1.3. The following are not eligible for funding under this policy:

- a) Municipalities
- b) Individual persons
- c) Organizations that provide services or programs that are the responsibility of another level of government, including Health, Education, Libraries and Social Services



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- d) Religious organizations; however, we will consider organization with religious affiliations that are seeking funding for non-denominational initiative that is open to the community-at-large
- e) Organizations with political affiliations
- f) Projects that have already been started or completed
- g) Programs, events and activities that have received support from the County through another application from another non-profit organization
- h) Organizations that received Kneehill Community Grant to Non-Profit Organizations funding in the prior year of more than \$1,000 are not eligible this year
- i) Project cannot enhance or create a fully owned municipal asset. Applications involving land and/or facilities must include a Certificate of Title.
- j) Organizations must be able to match the funding requested at a minimum of 50% of the total project cost.

2. Funding Allotment & Allocation

- 2.1. The grant amount and availability will be determined by Council during the annual budget deliberations.
- 2.2. Grant funding is approved on a matching basis. This means organizations must contribute an amount equal to or exceeding the actual Community Grant. The matching requirement may be met in the form of any combination of money, volunteer labour, services, donated materials or equipment, all of which must be specifically related to the project.
 - a) The value of volunteerism for Community Grant is based on:
 - \$20.00/hour for unskilled labour;
 - \$35.00/hour for skilled labour;
 - Donated materials and professional services at verified fair market value; and
 - Donated heavy equipment (incl. operator) \$70.00/hour.
 - b) Time and labour provided towards preparation of Community Grant funding applications, committee planning meetings, fundraising and similar activities are not eligible for Community Grants matching purposes.
- 2.3. Funding is limited to a minimum of \$250 dollars
- 2.4. Organizations can request to present to Council but is not mandatory.
- 2.5. Additional information or clarification may be requested by Council before approval of funds

3. Applications



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- 3.1. Organizations interested in applying for the grant must complete the provided official application form that provides detailed information about the proposed project, its objectives, budget and benefit to Kneehill County.
- 3.2. Application forms can be picked up at the Kneehill County Administration Building, and are also available electronically online at www.kneehillcounty.com.
- 3.3. All applications will be signed by two members of the society's Executive Committee.
- 3.4. There will be two (2) application and distribution dates each year:
 - a) The first application deadline is the first Wednesday of March
 - b) The second application deadline is the first Wednesday of October
- 3.5. Funding requests received after the application deadline will not be accepted and the applicant will be requested to submit an application for the next grant period.
- 3.6. If the application form is not properly filled out, the grant application will not be considered.
4. **Review Process**
 - 4.1. Administration will review the submission and short-list those that appear to be fully eligible to make application.
 - 4.2. Community grant applications will be brought before the Council during either a Committee of the Whole Meeting or a regular Council Meeting following the application due date. If presented during a Committee of the Whole Meeting, the recommendation will be subject to ratification through a Council motion at an upcoming Council Meeting.
 - 4.3. Due to limited funds and the anticipated large volume of applications, not all requests meeting the established criteria will obtain Community Grant funding.
5. **Disbursement of Funds**
 - 5.1 Applicants will be notified upon Council approving their application.
 - 5.2 Grant funding will be approved in full amount requested or not approved at all.
 - 5.3 Where a grant is awarded, 100% of the grant amount portion will be forwarded to the applicant once Council has approved the grant by resolution during a regular Council meeting.
6. **Accountability of Funds**
 - 6.1 Organizations approved for funding must use the funds within one year and submit a final report to Kneehill County using the official accountability form template.
 - 6.2 Organizations provided financial support pursuant to this policy shall be accountable for the expenditure of funds provided.
 - 6.3 The program, event and activity shall be undertaken without material alteration.




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- 6.4 The entire amount of financial support provided must be used exclusively for the project program, event or activity identified in the application.
- 6.5 If the organization is unable to conduct the project program, event or activity in the current year, a written letter of request for an extension must be submitted.
- 6.6 Requests for an extension will require approval from the Chief Administrative Officer, with Council being updated on the Chief Administrative Officer's decision.
- 6.7 If an extension request is not received, or if an extension is not granted, the organization shall return the funds provided by the County.
- 6.8 Organizations receiving support pursuant to this policy must repay to the County any unexpended portion of the funds provided, or any amounts expended for purposes other than those specified in the application.
- 6.9 If the organization does not comply with the requirements of Sections 6.1 to 6.8 of this policy, future financial support from the County pursuant to this policy or any other may not be considered.


Ken King,
Reeve


Mike Haugen,
CAO

Amended: November 25, 2014 423/14
Approved: December 10, 2019 533/19
Approved: November 28, 2023 421/23
Review Date: November 28, 2027



KNEEHILL COUNTY - COMMUNITY GRANTS TO NON PROFIT ORGANIZATIONS - POLICY #15-3

Summary of Applications 2025



Total of 2025 Budget	\$30,000.00
Round One Funding March	\$0.00
Round Two Funding October	\$0.00
Balance for 2025	\$30,000.00

Round One March

No.	Name of Applicant	Location	Project Amount	Amount Request	Purpose of Application	Amount Approved	Comments
2025-01	Trochu Valley Historical Society	Trochu	\$1,920.00	\$960.00	To create the Trochu & District History Book #3		Past Community Grant Funding 2022- Removal of Windows \$3,650 2019- Laptop& Printer \$1,000 2015- Fix Roof of Museum \$5,000 2012- Brochure to promote museum \$180 2010- Museum Expansion \$800
2025-02	Three Hills Good Health Club	Three Hills	\$16,189.00	\$8,094.50	To Replace HVAC System in Building		
2025-03	Three Hills Minor Softball Association	Three Hills	\$4,730.95	\$2,365.00	Purchase new ball equipment and jerseys		Past Community Grant Funding 2023- Purchase softball equipment for girls 7-13 \$2,000
2025-04	Royal Canadian Legion Branch 161 (Carbon)	Carbon	\$5,020.00	\$2,500.00	Purchase a Pinewood Derby Track, Start Gate, & End Timer		Past Community Grant Funding 2022- Build Soap Box Derby Starting Gate <u>\$4,500.00</u>
2025-05	Huxley Community Association	Huxley	\$9,000.00	\$4,500.00	Curling Rink Retaining Wall Project		Past Community Grant Funding 2017- \$2900 replace door and lock to hall 2020-\$865.20 Replace toilets and taps in Curling Rink 2023-Received \$10,000 from Council Contingency to assist with repairing the roof of the hall. 2023- \$1250 Replace taps and toilets at Huxley Hall
		TOTALS	\$36,859.95	\$18,419.50		\$ -	



Community Grants to Non-Profit Organizations
Application Form
POLICY #15-3

ORGANIZATION INFORMATION

Date: Feb. 18, 2025

Organization Legal Name:

Trochu Valley Historical Society

Cheques made payable to:

ORGANIZATION DESCRIPTION

Please provide a brief explanation of your organization, it could include your mission statement, activities you perform, or any relevant information.

er

PROJECT INFORMATION

Please provide a brief (one sentence) description of the project for which grant funding is requested on the line below. (i.e. upgrade furnace in hall)

Trochu and District History Book # 3

☒ Please attach a detailed description of the project for which Community Grant funding is requested and include:

- An indication of how this project will benefit our community.
- If you are including volunteer labour or any other donation "in-kind", please include detailed information about this in your description. (i.e. how many volunteers and expected volunteer hours etc.)
- location of the project

☐ If this project involves land and/or facilities, a Certificate of Title must be included with application.

☐ Yes ☐ No Will this project be completed within the current year? ☒ maybe

☐ Yes ☒ No Would you like to present to Council? (This is not mandatory)

☒ Yes ☐ No If you do not receive this grant, will the project take place?



Community Grants to Non-Profit Organizations Application Form POLICY #15-3

PROJECT FUNDING

Project Funding Details – Please identify all sources of funding for this project

			Total Amount
Kneehill County Contribution- Please fill in the funding request for this application (Minimum \$250)			\$ 960
Additional revenues to complete the project: Organizations must contribute an amount equal to or exceeding Kneehill County's Contribution.	Confirmed Amount	Pending Amount	
Organization's cash contribution to the project	960		\$ 960
Other grants applied for	—		\$ —
Volunteer Labour*	—		\$ —
Donated In-Kind (including equipment and material)*	—		\$ —
Other Funding Sources	—		\$ —
Total Project Funding (This amount must equal the Total Project Cost)			\$ 1920.00

* Rates are: \$20/hr for unskilled labour, \$35/hr for skilled labour and \$70/hr for equipment including operator
Proof for budgeted in-kind contributions and volunteer labour will be requested on the Accountability form.

APPLICANT AGREEMENT

I DECLARE THAT: (application must be signed by two members of the Society's Executive Committee.)

- I am a duly authorized representative having legal and/or financial signing authority for the above organization.
- The information contained in this application and supporting documents is true and accurate and endorsed by the above organization.
- An accounting of spending, showing compliance with conditions of the grant shall be provided at completion of the project, no later than one year from the date the grant was approved.
- Any grant awarded shall be used solely for the purposes stated within Community Grants to Non-Profit Organizations Policy #15-3.

Signature:

Name Printed:

William Cunningham

Date:

Feb. 18, 2025

Signature:

Name Printed:

Erica Klotke

Date:

Feb 16, 2025

Trochu Valley Historical Society History Book Project

The Trochu Valley Historical Society owns and operates the Trochu and District Museum. Our society was born in 1975 with the printing of Trochu's first history book, Remember When. Our mission is to collect, preserve, share and celebrate the history and culture of Trochu and District. Since our inception we have acquired and expanded our museum building and printed a second book (Remember When 2 in 2005).

Much has happened in our community since the turn of the century and we have heard questions from citizens regarding a third history book. As this year, 2025, is our 50th anniversary, our board thought it appropriate to begin work on Remember When 3. Since January, a large number of volunteers have offered their services and several stories have already been submitted. We believe that preserving our history is important and we know that the local history books of Trochu and our neighbours are the first place that people look when there is a wedding or a funeral or an argument regarding local families.

Our request for funding is for some technology to get us started. We are fortunate to have in our group some people who have experience using the program used by Friesens Publishing for formatting the book. As for a timeline, we would like to launch the finished product within a year, but we know that a big project like this could take longer.

Thank you for considering our project.

William (Bill) Cunningham

President, Trochu Valley Historical Society



Budget (not sale prices)

Laptop	\$1231.00
Mouse	\$34.64
Hard Drive	\$179.99
Adobe InDesign (6 mos.)	\$269.94
Paper	\$81.99
Envelopes	\$30.99
Total	\$1828.55 plus \$91.43 (GST)= \$1919.98

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C Dock4.4 (849)
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System Specs:

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Processor
AMD Ryzen™ 3 PRO 7335U Processor (3.00 GHz up to 4.30 GHz)

Operating System
Windows 11 Home 64

Graphic Card
Integrated AMD Radeon™ Graphics

Memory
8 GB DDR5-4800MHz (SODIMM)

Storage
256 GB SSD M.2 2280 PCIe Gen4 TLC Opal

Display
16" WUXGA (1920 x 1200), IPS, Anti-Glare, Non-Touch, 45%NTSC, 300 nits, 60Hz

Camera
720P HD RGB with Dual Microphone and Privacy Shutter

Battery
3 Cell Li-Polymer 46.5Wh

Fingerprint Reader
No Fingerprint Reader

Keyboard
Black with Number Pad - English (US)

WIFI
Qualcomm® Wi-Fi 6E NFA725 2x2 AX & Bluetooth® 5.1 (Windows 10) or Bluetooth® 5.3 (Windows 11)

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Capacity : 5TB

5TB	1TB	4TB	1Tb	2TB	6TB	8TB	10TB
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Digital storage capacity 5 TB
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Brand Seagate

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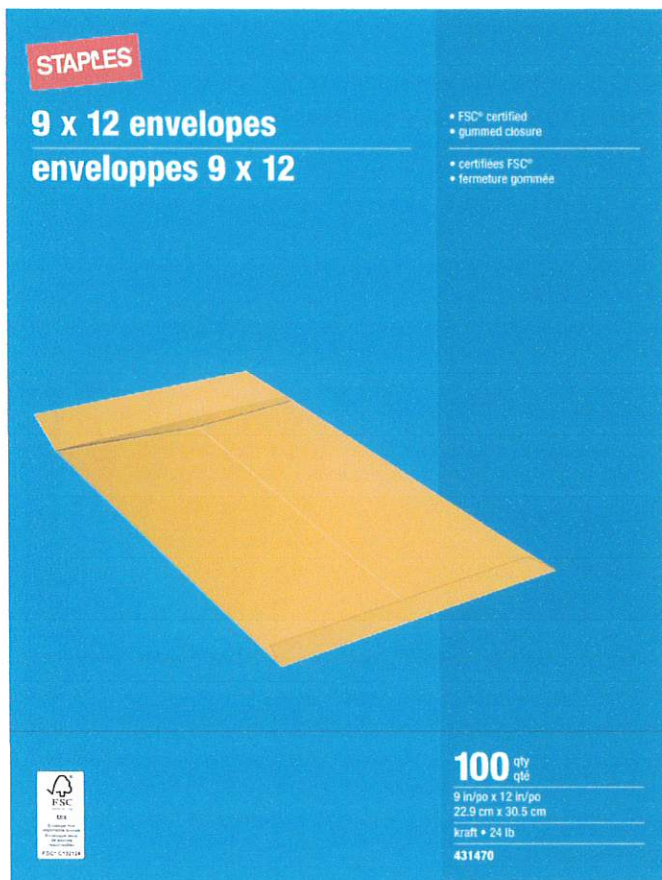
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★★★★★ [\(92\)](#)

100 Pack

\$30.99



Quantity

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Community Grants to Non-Profit Organizations
Application Form
POLICY #15-3

ORGANIZATION INFORMATION

Date: February 21, 2025

Organization Legal Name: Three Hills Good Health Club
Society Registration Number: 502119894
Contact Person: Maureen Svederus and Deborah Watson

Cheques made payable to: Three Hills Good Health Club

ORGANIZATION DESCRIPTION

Please provide a brief explanation of your organization, it could include your mission statement, activities you perform, or any relevant information.

PROJECT INFORMATION

Please provide a brief (one sentence) description of the project for which grant funding is requested on the line below. (i.e. upgrade furnace in hall)

Replace HVAC

- ☒ Please attach a detailed description of the project for which Community Grant funding is requested and include:
- An indication of how this project will benefit our community.
 - If you are including volunteer labour or any other donation "in-kind", please include detailed information about this in your description. (i.e. how many volunteers and expected volunteer hours etc.)
 - location of the project
- ☒ If this project involves land and/or facilities, a Certificate of Title must be included with application.
- ☒ Yes ☐ No Will this project be completed within the current year?
- ☐ Yes ☒ No Would you like to present to Council? (This is not mandatory)
- ☒ Yes ☐ No If you do not receive this grant, will the project take place?



Community Grants to Non-Profit Organizations
Application Form
POLICY #15-3

PROJECT FUNDING

Project Funding Details – Please identify all sources of funding for this project

			Total Amount
Kneehill County Contribution- Please fill in the funding request for this application (Minimum \$250)			\$ 8094.50
Additional revenues to complete the project: Organizations must contribute an amount equal to or exceeding Kneehill County's Contribution.	Confirmed Amount	Pending Amount	
Organization's cash contribution to the project	8094.50		\$ 8094.50
Other grants applied for			\$
Volunteer Labour*			\$
Donated In-Kind (including equipment and material)*			\$
Other Funding Sources			\$
Total Project Funding (This amount must equal the Total Project Cost)			\$ 12,189.00

* Rates are: \$20/hr for unskilled labour, \$35/hr for skilled labour and \$70/hr for equipment including operator
Proof for budgeted in-kind contributions and volunteer labour will be requested on the Accountability form.

APPLICANT AGREEMENT

I DECLARE THAT: (application must be signed by two members of the Society's Executive Committee.)

- I am a duly authorized representative having legal and/or financial signing authority for the above organization.
- The information contained in this application and supporting documents is true and accurate and endorsed by the above organization.
- An accounting of spending, showing compliance with conditions of the grant shall be provided at completion of the project, no later than one year from the date the grant was approved.
- Any grant awarded shall be used solely for the purposes stated within Community Grants to Non-Profit Organizations Policy #15-3.

Signature:

Margaret Soderus

Name Printed:

Margaret Soderus

Date:

Feb 10, 2025

Signature:

Louisa Nelson

Name Printed:

Louisa Nelson

Date:

Feb. 10, 2025

Detailed Project Description to Replace HVAC @ Three Hills Health Food

Project Overview:

The non-profit organization located at 418 Main Street, Three Hills, AB, is dedicated to serving the community by providing access to health products not commonly found in other local stores. These include specialty brands of vitamins, organic foods, and supplements, organic hygiene products, water filtration products, gluten-free options, products free from harmful metals like aluminum, nutritional supplements, collagen, organic protein powders, organic bone broths and probiotics, organic teas and beverages, essential pure oils, organic baking supplies, and more. The organization plays a vital role in ensuring community members have access to safe, high-quality health and wellness products.

However, the facility's current HVAC system is outdated and must be replaced for the organization to continue its operations effectively. Without a functioning HVAC system, the store will not be able to maintain the proper conditions required for many of the sensitive health products it carries. This essential project will ensure that the organization can continue to serve the community, providing access to important health and wellness items in a comfortable, safe, and regulated environment.

Project Goals and Community Benefits:

1. **Maintain Accessibility to Health Products:** Ensuring the store remains operational allows residents to continue accessing high-quality, organic, and specialized health products.
2. **Improve Air Quality and Comfort:** A new HVAC system will provide improved ventilation and air quality, benefiting customers and staff alike.
3. **Support Local Economy:** Keeping the facility open contributes to the local economy through sales and services.
4. **Encourage Community Engagement:** The project brings community members together through fundraising efforts and collective investment in a valuable local resource.
5. **Modernization and Growth:** With the HVAC issue resolved, the new, younger board members can focus on implementing exciting initiatives for growth, including new fundraising campaigns, sales strategies, increased community awareness through advertising, and recruitment of additional board members.

Project Funding and Volunteer Involvement:

This project has a total estimated cost of \$16,189. To fund this critical upgrade, the organization is requesting 50% of the project cost from the Kneehill County Community

Grant Program. The remaining funds will be raised through dedicated volunteer-led fundraising efforts, including:

- Applications to other grants (Community Facility Enhancement Program)

At the same time, the organization will pursue the following methods of fundraising, which can help with this project if not all funding is obtained through grant dollars and help with general organization fiscal health.

- Community fundraising campaigns
- Store promotions and awareness events
- Digital and newspaper advertising
- In-store promotions with new sales representatives
- Outreach initiatives to increase community engagement
- Recruiting new board members to further strengthen organizational leadership

Conclusion:

Replacing the HVAC system at 418 Main Street, Three Hills, AB, is an urgent and necessary step to keep the non-profit community health store operational. The project will be funded through a combination of the Kneehill County Community Grant Program, other granting programs, and volunteer-driven fundraising initiatives. By completing this project, the organization ensures continued service to the community, enabling residents to access high-quality health products while setting the stage for future growth and expansion. With an energized new board and a commitment to revitalization, the organization is poised to enhance its role in the community and continue its mission of promoting health and wellness for years to come.



Community Grants to Non-Profit Organizations
Application Form
POLICY #15-3

RECEIVED
MAR 03 2025
KNEEHILL COUNTY

ORGANIZATION INFORMATION

Date: February 28th, 2025

Organization Legal Name:

Three Hills Minor Softball Association

ORGANIZATION DESCRIPTION

Please provide a brief explanation of your organization, it could include your mission statement, activities you perform, or any relevant information.

*Attached with Project Description

PROJECT INFORMATION

Please provide a brief (one sentence) description of the project for which grant funding is requested on the line below. (i.e. upgrade furnace in hall)

Purchase new ball equipment and jerseys

☒ Please attach a detailed description of the project for which Community Grant funding is requested and include:

- An indication of how this project will benefit our community.
- If you are including volunteer labour or any other donation "in-kind", please include detailed information about this in your description. (i.e. how many volunteers and expected volunteer hours etc.)
- location of the project

Three Hills

N/A ☐ If this project involves land and/or facilities, a Certificate of Title must be included with application.

- ☒ Yes ☐ No Will this project be completed within the current year?
☐ Yes ☒ No Would you like to present to Council? (This is not mandatory)
☐ Yes ☒ No If you do not receive this grant, will the project take place?



Community Grants to Non-Profit Organizations
Application Form
POLICY #15-3

PROJECT FUNDING			
Project Funding Details – Please identify all sources of funding for this project			
			Total Amount
Kneehill County Contribution- Please fill in the funding request for this application (Minimum \$250)			\$ 2365.00
Additional revenues to complete the project: <small>Organizations must contribute an amount equal to or exceeding Kneehill County's Contribution.</small>		Confirmed Amount	Pending Amount
Organization's cash contribution to the project		2365.95	
Other grants applied for			
Volunteer Labour*			
Donated In-Kind (including equipment and material)*			
Other Funding Sources			
Total Project Funding (This amount must equal the Total Project Cost)			\$ 4730.95

* Rates are: \$20/hr for unskilled labour, \$35/hr for skilled labour and \$70/hr for equipment including operator
Proof for budgeted in-kind contributions and volunteer labour will be requested on the Accountability form.

APPLICANT AGREEMENT

I DECLARE THAT: (application must be must be signed by two members of the Society's Executive Committee.)

- I am a duly authorized representative having legal and/or financial signing authority for the above organization.
- The information contained in this application and supporting documents is true and accurate and endorsed by the above organization.
- An accounting of spending, showing compliance with conditions of the grant shall be provided at completion of the project, no later than one year from the date the grant was approved.
- Any grant awarded shall be used solely for the purposes stated within Community Grants to Non-Profit Organizations Policy #15-3.

Signature: Randi Fenton
Name Printed: Randi Fenton
Date: March 2, 2025

Signature: Danielle Ferguson
Name Printed: Danielle Ferguson
Date: March 2, 2025

Detailed Project Description

Minor Baseball/Softball Equipment Upgrade

Organization Description:

The Three Hills Minor Softball Association provides baseball and softball programming for youth in Three Hills and surrounding areas within Kneehill County. Our organization fosters skill development, teamwork, and community engagement through accessible and inclusive sports opportunities.

Project Overview:

Our minor baseball/softball program has experienced significant growth over the past few years. With an increasing number of youth participants, we face challenges in providing adequate equipment and jerseys to accommodate all teams. Some of our current equipment is old and in need of replacement, and we require additional storage solutions to protect jerseys and gear from damage.

To ensure a safe and enjoyable ball season for our youth, we are requesting funding through the Kneehill County Community Grant Program to purchase essential equipment and jerseys for our teams.

Project Benefits to the Community:

- Encourages youth participation in sports, promoting physical activity and teamwork.
- Provides safe and high-quality equipment to enhance player experience.
- Supports community engagement and fosters a sense of belonging.
- Ensures all players have proper uniforms, creating unity among teams.
- Protects equipment with proper storage, reducing replacement costs due to damage.

Project Costs:

- **3 sets of bases** -- \$513.00
- **3 equipment bags** -- \$150.00
- **Jerseys** -- \$2,358.00
- **6 cases of game/practice balls** -- \$600.00
- **Scorebooks** -- \$200.00
- **2 sets of catcher's equipment** -- \$500.00
- **4 helmets** -- \$300.00
- **5 Tupperware containers for jerseys/equipment** -- \$109.95

Total - \$4,730.95

In-Kind Contributions:

Our association relies on dedicated volunteers to support the program. This season, we anticipate significant volunteer contributions, including:

- **Coaching & Training:** Volunteer coaches contribute a minimum of 300 total hours this coming season.
- **Field Maintenance & Setup:** Volunteers dedicate a minimum of 50 hours this coming season.
- **Jersey & Equipment Management:** Volunteers sorting and distributing gear, contributing a minimum of 15 hours this coming season.
- **Game & Event Support:** Volunteers assisting with games, scoring, and logistics for a minimum of 160 hours this coming season.

Total Minimum Estimated Volunteer Hours: 525 hours

The commitment from our volunteers demonstrates the strong community support for this program. However, financial assistance is crucial to ensure we have the necessary equipment to provide a high-quality and inclusive experience for all participants.

We appreciate your consideration of our funding request and look forward to continuing to provide a positive and enriching baseball/softball program for our community's youth.



Community Grants to Non-Profit Organizations
Application Form
POLICY #15-3

ORGANIZATION INFORMATION

Date: March 4, 2025

Organization Legal Name:

Royal Canadian Legion Branch 161

ORGANIZATION DESCRIPTION

Please provide a brief explanation of your organization, it could include your mission statement, activities you perform, or any relevant information.

To provide service for Veterans, RCMP, 1st responders, Seniors, Youth & Community

PROJECT INFORMATION

Please provide a brief (one sentence) description of the project for which grant funding is requested on the line below. (i.e. upgrade furnace in hall)

Purchase a Pinewood Derby Track, Start Gate, & End Timer

- ☐ Please attach a detailed description of the project for which Community Grant funding is requested and include:
- An indication of how this project will benefit our community.
 - If you are including volunteer labour or any other donation "in-kind", please include detailed information about this in your description. (i.e. how many volunteers and expected volunteer hours etc.)
 - location of the project

Attached

- ☐ If this project involves land and/or facilities, a Certificate of Title must be included with application.

- ☒ Yes ☐ No Will this project be completed within the current year?
☐ Yes ☒ No Would you like to present to Council? (This is not mandatory)
☐ Yes ☒ No If you do not receive this grant, will the project take place?



Community Grants to Non-Profit Organizations

Application Form

POLICY #15-3

PROJECT FUNDING			
Project Funding Details – Please identify all sources of funding for this project			
			Total Amount
Kneehill County Contribution- Please fill in the funding request for this application (Minimum \$250)			\$ 2500.00
Additional revenues to complete the project: Organizations must contribute an amount equal to or exceeding Kneehill County's Contribution.	Confirmed Amount	Pending Amount	
Organization's cash contribution to the project		500.00	\$ 500.00
Other grants applied for			\$
Volunteer Labour*		2020.00	\$ 2020.00
Donated In-Kind (including equipment and material)*			\$
Other Funding Sources			\$
Total Project Funding (This amount must equal the Total Project Cost)			\$ 5020.00

* Rates are: \$20/hr for unskilled labour, \$35/hr for skilled labour and \$70/hr for equipment including operator
Proof for budgeted in-kind contributions and volunteer labour will be requested on the Accountability form.

APPLICANT AGREEMENT

I DECLARE THAT: (application must be must be signed by two members of the Society's Executive Committee.)

- I am a duly authorized representative having legal and/or financial signing authority for the above organization.
- The information contained in this application and supporting documents is true and accurate and endorsed by the above organization.
- An accounting of spending, showing compliance with conditions of the grant shall be provided at completion of the project, no later than one year from the date the grant was approved.
- Any grant awarded shall be used solely for the purposes stated within Community Grants to Non-Profit Organizations Policy #15-3.

Signature: Kim Starchuk
Name Printed: Kim Starchuk
Date: March 4, 2025

Signature: Rick Ohlhauser
Name Printed: Rick Ohlhauser
Date: March 4, 2025

Kneehill County

Community Grants to Non-Profit Organizations

Application Form

Carbon Legion 161

Purchase: Pinewood Car Derby Track

March 4, 2025

To Whom it May Concern:

We need to purchase a replacement track for our annual Pinewood Car Derby race which we usually hold in March of each year. Our current track owner is moving away from the village and he is taking his track with him. We are requesting \$1800 US (\$2500 cdn) to purchase a 4 lane track from the US from Pinewood Pro site.

This year would have been our 5th annual derby where we ranged from 5 racers the first year up to 20 in 2024. The community is really starting to participate and we expected more entries this year.

We host this event in the community center where the doors open at 9:00 and we usually get out around 6 depending on participants. This takes approximately 20 volunteers to hold this event. (Breakdown of hours in appendix)

Thank You for your Consideration.

Kim Starchuk
Carbon Legion President

Carbon Legion 161 Appendix

Carbon Legion 161 Donation \$500

Volunteer Hours Breakdown

- | | |
|---------------------------------------------|----------|
| 1. Day Preparation / Advertisement | 10 Hours |
| 2. Race Officials 4 persons at 7 hours each | 28 Hrs |
| 3. Concession 5 persons at 7 hours each | 35 Hrs |
| 4. Car Repair Technicians 4 at 5 hours each | 20 Hrs |
| 5. Door staff 2 at 4 hours | 8 hrs |

101 hours at \$20 per hour = \$2020



Community Grants to Non-Profit Organizations
Application Form
POLICY #15-3

ORGANIZATION INFORMATION

Date: February 28th, 2025

Organization Legal Name:

Huxley Community Association

ORGANIZATION DESCRIPTION

Please provide a brief explanation of your organization, it could include your mission statement, activities you perform, or any relevant information.

*Attached with Project Description

PROJECT INFORMATION

Please provide a brief (one sentence) description of the project for which grant funding is requested on the line below. (i.e. upgrade furnace in hall)

Curling Rink Retaining Wall Project

- ☒ Please attach a detailed description of the project for which Community Grant funding is requested and include:
- An indication of how this project will benefit our community.
 - If you are including volunteer labour or any other donation "in-kind", please include detailed information about this in your description. (i.e. how many volunteers and expected volunteer hours etc.)
 - location of the project
- 205 Main Street Huxley
- ☒ If this project involves land and/or facilities, a Certificate of Title must be included with application.

- ☒ Yes ☐ No Will this project be completed within the current year?
- ☐ Yes ☒ No Would you like to present to Council? (This is not mandatory)
- ☐ Yes ☒ No If you do not receive this grant, will the project take place?



Community Grants to Non-Profit Organizations
Application Form
POLICY #15-3

PROJECT FUNDING			
Project Funding Details – Please identify all sources of funding for this project			
			Total Amount
Kneehill County Contribution- Please fill in the funding request for this application (Minimum \$250)			\$ 4,500.00
Additional revenues to complete the project: Organizations must contribute an amount equal to or exceeding Kneehill County's Contribution.		Confirmed Amount	Pending Amount
Organization's cash contribution to the project		4,500.00	
Other grants applied for			
Volunteer Labour*			
Donated In-Kind (including equipment and material)*			
Other Funding Sources			
Total Project Funding (This amount must equal the Total Project Cost)			\$ 9,000.00

* Rates are: \$20/hr for unskilled labour, \$35/hr for skilled labour and \$70/hr for equipment including operator
Proof for budgeted in-kind contributions and volunteer labour will be requested on the Accountability form.

APPLICANT AGREEMENT


I DECLARE THAT: (application must be signed by two members of the Society's Executive Committee.)

- I am a duly authorized representative having legal and/or financial signing authority for the above organization.
- The information contained in this application and supporting documents is true and accurate and endorsed by the above organization.
- An accounting of spending, showing compliance with conditions of the grant shall be provided at completion of the project, no later than one year from the date the grant was approved.
- Any grant awarded shall be used solely for the purposes stated within Community Grants to Non-Profit Organizations Policy #15-3.

Signature:

Name Printed:

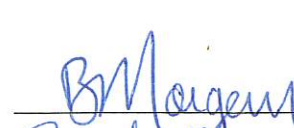
Date:


Christina Hoppins
Mar 2, 2025

Signature:

Name Printed:

Date:


Brandy Morgan
Mar 2, 2025

Huxley Curling Rink Retaining Wall Project

Organization Description:

The Huxley Community Association is a dedicated non-profit organization that operates and maintains key community facilities in Huxley, Alberta, including the Huxley Community Hall and Curling Rink. Our mission is to provide a welcoming space for recreation, social gatherings, and community events, fostering a strong sense of connection among residents of Huxley and surrounding areas in Kneehill County.

We support a variety of activities, including league curling, bonspiels, 4-H meetings, Legion events, family reunions, and other community functions. Through volunteer efforts and local partnerships, we ensure that these facilities remain accessible, well-maintained, and a vital part of rural community life.

Project Description

The Huxley Community Association is seeking funding for the replacement of the retaining wall at the Huxley Curling Rink. The current retaining wall is aging and in need of replacement to ensure the structural integrity of the facility and the safety of all users. To address this, the project involves the installation of 48 jersey barriers to create a durable and long-lasting retaining wall. The work will include:

- **Jersey Barriers:** 48 barriers at \$115 each, totaling **\$5,520**
- **Hauling Costs:** Five trips at \$400 per trip, totaling **\$2,000**
- **Anchoring Supplies:** Materials to secure the barriers, estimated at **\$500**
- **Dirt Work:** Ground preparation for the wall, estimated between **\$980 and \$1,000**

Total: \$9,000.00

The project will be completed with a combination of professional services and extensive volunteer contributions, reducing overall costs.

Project Benefits to the Community

The Huxley Curling Rink is a vital facility within Kneehill County, serving as a recreational hub for residents of Huxley and surrounding areas. It hosts league curling, bonspiels, community events, family gatherings, 4-H club meetings, Legion events, and other social activities. The replacement of the retaining wall is essential for several reasons:

- **Safety & Structural Integrity:** The new retaining wall will ensure the stability of the facility, preventing erosion and structural damage.
- **Preserving a Community Landmark:** The rink is a long-standing community asset that brings together residents of all ages for recreation and social interaction.
- **Encouraging Participation:** A well-maintained facility attracts more users, strengthening the local curling program and community involvement.

- **Economic & Social Impact:** The project supports local businesses through material purchases and creates volunteer engagement opportunities, reinforcing the community spirit of Huxley.

Volunteer & In-Kind Contributions

The project will involve a significant amount of volunteer labor and donated equipment, greatly reducing overall costs. While the exact number of volunteers and hours is still being determined, members of the Huxley Community Association and local residents will contribute their time and resources to assist with hauling, site preparation, and installation.

This project is a necessary investment in the future of the Huxley Curling Rink and the broader community. The support from Kneehill County Community Grant funding will help ensure that this important facility remains safe, functional, and available for generations to come.