



Appendix “B”

Application for Community Park and Recreation Grant Funding

SECTION A - Eligibility Requirements

1. The following entities may apply for funding:
 - Incorporated and Non-incorporated Community Associations
 - Non-Profit Organizations
 - Organized Hamlets within the R.M.
 - Other Municipalities
 - Regional Parks
 - Public or Private Schools

 2. Project must be located:
 - a. On land owned by the R.M. of Corman Park, another municipality, a regional park, school board, or Crown land; and,
 - b. Zoned or will be zoned Municipal Reserve, Public Reserve or Environmental Reserve; and
 - c. Have a demonstrated plan for the ongoing operation and maintenance of the capital asset.

 3. Grant requests will only be considered for “New, Upgraded, or Replacement” **capital costs** for public parks and recreational facilities or purchasing land to be dedicated for public use. *(General maintenance, operating costs and general infrastructure projects for public parks and recreational facilities, are not eligible.)*

 4. Minimum of two (2) project estimates must be included with application. (Note: If application is approved for \$75,000 and over, a formal tender must be submitted on SaskTenders , as per the Provincial Trade Agreement. If the applicant is not a government body, the R.M. will submit any tenders required for the project on your behalf.)

 5. Application(s) must be received by October 15 for projects that will be completed by the end of the next calendar.
- (The R.M. may approve a maximum of \$500,000 in parks and recreation grant funding per year, based on available funding. Further applications may be considered on a case-by-case basis.)*

SECTION B - Organization

Organization Identification	
1. Legal or Operating Name (Organization’s full name, as it appears on legal documents)	
2. Organization Category: (Example- Community Association, Non-Profit, School etc.)	
3. Year Established	4. Does your organization have a registration or incorporation number? Yes / No
5. Organization Registration/Incorporation Number: (if applicable)	
6. Attach separate document confirming proof of your organization’s incorporation, non-profit status, board of directors, community association or other. If you have not provided separate document, please explain why.	



7. Organization Primary Address			
Unit	Street Name/Legal	City/Town	Postal Code
Telephone Number		Email Address	
8. Mailing Address if different from Organization Primary Address			
9. Organization's Primary Activities			
10. Primary Contact Name		Position or Title	
Primary Contact Telephone Number		Primary Contact Email Address	
12. Secondary Contact Name		Position or Title	
Secondary Contact Telephone Number		Secondary Contact Email Address	



SECTION C – Project Proposal

13. Project Title			
14. Planned Project Start Date (YYYY-MM-DD)		15. Planned Project End Date (YYYY-MM-DD)	
16. Grant Amount Requested (Maximum amount \$500,000 including taxes)			
17. Does your organization have its own funding, minimum of 20%, to contribute to the project total?			
18. If no, what is the total dollar value your organization is contributing towards the project?			
19. Who owns the land that your project is to be located on?			
20. What is the zoning of the land your project is to be located on?			
21. Has your organization received Capital Grant Funding from the R.M. in the last 10 years?			
22. If yes, how much?		23. What was the project?	
24. Project Summary – describe the need for the project, its goals, expected results, community/region support & engagement, expected life of the capital project and any other information relevant to your project and request for grant funding. Attach a separate paper if more space is required.			
25. If your request for funding is approved, how will your organization or community fund the ongoing operational and maintenance of the capital asset(s)? Please explain below.			



26. Provide a detailed budget for the project:

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27. How will your organization recognize the R.M.'s financial contribution to your project?

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28. List any other funding sources towards your project and the dollar value below, if applicable.

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29. Estimates Received	Estimate received from:	Date of Estimate:	Total including taxes:
Estimate 1			
Estimate 2			
Estimate 3 (Optional)			

SECTION D – Documents Enclosed (mandatory)

1. Organization Non-profit or Incorporation Registration Documents or
2. Non-incorporated Community Association official organizational bylaw or charter
3. Organizations current bank account statement or financial statement showing own sourced revenue
4. Copies of all estimates received for capital project

Submission by:	Title:	Signature:	Date: