



In partnership with:



## 2023/ 24 Small Grants Fund (SGF) Application Form

Funding through the Community Development Branch of Municipal Relations under the Province of Manitoba are to support community development initiatives, strategies, projects and programs that address poverty related issues in Chalmers neighbourhood.

The Chalmers Community Renewal Inc. (CCRI) and Chalmers Neighbourhood Renewal Corporation (CNRC) has established a Small Grants Fund for fiscal year 2023/24 with a maximum project amount of \$2,500.

All funds must be expended on or before March 31, 2024.

### To qualify for the grant, the project should:

- Reflect the program objective of community building/connecting and demonstrate community support. Examples of demonstrated community support include: letters of support from community organizations, 10 adult residents' signatures, 5 potential program participants.
- Be sponsored by local groups (not individuals) such as a school parent council, daycare centre, or resident association. The group does not need to be incorporated.
- Not to be used for capital improvements to private property unless the property has been made available, free of charge, for community use and the improvements relate to the proposed community use.

Examples of eligible projects: community events, neighbourhood cleanups, community gardens, art projects, etc.

Eligible costs may include: materials and supplies, equipment or other rentals and staffing costs.

Costs NOT ELIGIBLE include: stipends or honorariums for participation or contribution to ongoing wages for staffing. Project activities that solely contribute to private or individual gain are not eligible

***Approved projects will be required to submit an itemized list of expenditures with receipts or statements of expenses for all goods and services purchased at the conclusion of the project.***

### Instructions:

1. Prior to completing the application, please review program requirements
2. Fill out the application form below
3. Submit the application form in person or on our website at

chalmersrenewal.org

**Intake Deadline: February 29, 2024**

If you have any questions or would like more information please contact Charity.

Email: how@chalmersrenewal.org

Phone: 204-669-0750

**Name of Applicant (e.g. organization/club affiliation or community group)\***

**Provide a brief description of the organization/club/group:\***

**Mailing Address (include postal code):\***

**Have you applied to the Chalmers Community Renewal Inc. Small Grants Fund before? \***

Yes

No

**If YES, what project/event did you receive the grant for?**

**If YES, when did you receive the grant?**

*Format (Month/Day/Year)*

**1st Project Contact Person \***

**(1) Email \***

**(1) Phone Number\***

**(1) Address (include postal code)\***

**2nd Project Contact Person \***

**(2) Email \***

**(2) Phone Number \***

**(2) Address (include postal code) \***

**Project Description**

**Project Title/Brief description of the project \***

**How will this project build community or connect community members? \***

**How will this project be accomplished and by whom? Identify participants, committees, partners, groups, etc., who will be involved in carrying out your project. \***

**Does this project take place on property other than the applicants? \***

*If your answer is YES, please attach a copy of the written permission and/or required approval in this application.*

- Yes
- No

**How have you demonstrated the support of local residents for this project? \***

**Anticipated Project Start Date \***

*Format (Month/Day/Year)*

**Anticipated Project End Date \***

*Format (Month/Day/Year)*

**One-day event or ongoing? (Please specify) \***

- One-day
- Ongoing

**Project Revenues**

*Include cash and in-kind contributions being supplied by your organization as well as cash and in-kind contributions from other partnering groups and funders*

**If applicable, please enter the name of partnering groups/funders & the amount**

Example:

- Chalmers Neighbourhood Renewal (\$2500.00)
- Contribution by John Smith (\$50.00)
- Contribution by Emily Johnson (\$125.00)

**Total revenue: \***

**Project Expenses**

*Examples may include: training fees, equipment, food, travel expenses, honorarium, facilitators expense, promotion costs, supplies, or other (please describe)*

**If applicable, please enter the project item & cost \***

Example:

- Granola bars (\$10.00)
- Honorarium (\$20.00 x 5 participants)
- Facebook advertisement (\$10.00/ 5 days)

**Total program expense: \***

**Describe how the Project addresses one or more of the priority areas of the Chalmers Five Year Neighbourhood Plan for 2019-2023.**

Please check all that apply: \*

- Safety:** at-risk concerns, property crime, vandalism, graffiti, caring for kids
- Housing:** beautification, support for homeowners & landlords, workshops, vacant lots
- Health & Wellness:** family health programs, physical and mental wellness, seniors
- Poverty and Opportunity:** special events, affordable & healthy food choices
- Recreation:** green spaces, community gardening, accessibility, local programming, active transportation
- Citizen Engagement:** economic development, social isolation, meeting basic needs
- Connecting our Community:** local services, creating awareness, sharing resources, Indigenous Peoples and Newcomer services
- None of the above

**Outline how your project supports one or more of the following community building activities:**

Please check all that apply: \*

- Capacity Building** (outreach activities such as consultations, newsletters, neighbourhood meetings)
- Stability** (beautification activities such as murals, community gardens, clean-ups)
- Well Being** (social, recreational activities such as festivals, after school activities and support groups)
- Economic Development** (skill building activities such as home repair or personal development)

**Describe the impact and benefit to the community \***

### Application Checklist

- Completed CCRI Small Grant Application Form
- Completed Budget
- Attachment of community support (can include: letters of support from community organizations, 10 adult residents' signatures, 5 potential program participants etc.) \*If
- applicable*: attachment of written permission and/or required approval of project property

### Authorization Form \*

*I agree that by submitting this Small Grants Fund (SGF) application, I fully acknowledge that I meet all of the qualifications and the information I provided is true and filled to the best of my ability. By signing this SGF application form, I am providing The Chalmers Community Renewal Inc. (CCRI) along with the following partnered organizations: (1) Chalmers Neighbourhood Renewal Corporation (CNRC) and (2) the Province of Manitoba to evaluate the application process.*

**First and Last Name**

**Signature**

**Date submitted \***

*(Month/Day/Year)*

### Project Timeline

- ❖ Applicants can expect to receive an answer **1-2 weeks after we receive your application**
- ❖ **February 29, 2024**: Intake deadline for SGF Applications
- ❖ **March 31, 2024**: Grant recipients will have until this date to utilize funds for approved projects and any other documentation

Please send in your applications to:

**Chalmers Community Renewal Initiative Inc. 180 Poplar Avenue Winnipeg, MB R2L 2C2**

by mail or in-person!