



## Community Investment Program Celebrations Grant for Major Parades Application

The deadline for receipt of the complete application is 4:30 p.m. on March 1. Complete applications must be received in the office of the Edmonton Arts Council (EAC) on or before the deadline. When this deadline falls on a weekend, the deadline is the next business day.

### I. General Information

Name of Organization Producing the Parade

Primary Contact

Address

Postal Code

Telephone

Fax

Email Address

II. Grant Request: (maximum 25% of eligible expenses): \$ \_\_\_\_\_

### III. Description of Parade

Parade Name

Number of Entries

Number of Supporting Volunteers

Estimated Spectator Attendance

Parade Date

Parade Location

*The information on this application is being collected under the authority of Section 33(c) of the FOIP Act and will be used by the Edmonton Arts Council to determine eligibility for a Community Investment Program Grant and for purposes of administering the Community Investment Grant Program. The aggregate data may be used for program planning and evaluation. All information collected by the City of Edmonton and the Edmonton Arts Council is protected by the provisions of the FOIP Act. You may direct questions about the collection, use or disclosure of your personal information by this program to the Edmonton Arts Council at (780) 424-2787.*

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#### IV. Declaration of Applicant

In making this application, we the undersigned applicant or representative of the applicant, hereby declare to the Edmonton Arts Council that to the best of our information and belief the information provided is truthful and accurate; the application is made on behalf of the organization named on this page with its full knowledge and consent; the applicant organization meets all of the criteria of fundamental eligibility to apply for a Community Investment Parade Grant for Major Parades through the Edmonton Arts Council.

Dated at Edmonton, Alberta this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

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Signature of Officer

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Name (please print)

Title

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#### V. The following information must accompany your application:

Failure to submit the following will result in your application being returned as incomplete.

Please indicate below with a (✓) that the required attachments have been included.

- 1. Completed financial information form (see Attachment 1).
- 2. A description of last year's parade including number of parade entries, spectator attendance and volunteer support.
- 3. A description of the upcoming parade and its associated activities including projected parade entries, spectator attendance and volunteer support. Please describe any significant changes from last year's parade.
- 4. The organization's most recent financial statements reviewed and signed by two members of the society.
- 5. Minutes of the most recent Annual General Meeting of the society.
- 6. A list of the current Board of Directors.
- 7. A copy of Proof of Filing the most recent annual return from Corporate Registry in the Province of Alberta.
- 8. By-laws of the society if this is the first application by the organization. Please submit filed and stamped copy from Corporate Registry.
- 9. Please indicate whether or not any amendments to the society's by-laws have been passed between the last application and the application. Include any amendments with this application.

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*The Freedom of Information and Protection of Privacy Act (FOIP) regulates the collection and disclosure of personal information by municipalities and municipal boards and agencies. The privacy of personal information requested in the Community Investment Grant applications is protected by the FOIP Act. Organizational information may not be protected from disclosure in the interest of subjecting local government activity to public scrutiny. Aggregate information about programs funded through Community Investment Grants may be compiled and reported. Your organization will be contacted if any third party requests specific organizational information contained in your application.*

# Community Investment Program Celebrations Grant for Major Parades

## Attachment 1 - Financial Information Form

PARADE EXPENSES*	Projected	Actual
Parade Permit (if applicable)	\$	\$
Policing	\$	\$
Transportation/Streets	\$	\$
Community Services	\$	\$
Emergency Response/Fire	\$	\$
Other (specify)	\$	\$
<b>Total City Service Costs</b>	\$	\$

Other Cash Expenses	Projected	Actual
Publicity	\$	\$
Marketing	\$	\$
Volunteer Support	\$	\$
Administration	\$	\$
Other (specify)	\$	\$
<b>Total Other Cash Expenses</b>	\$	\$

Donated Goods and Services (Donor verification required)	Projected	Actual
Please specify:	\$	\$
	\$	\$
	\$	\$
	\$	\$
<b>Total Donated Goods &amp; Services</b>	\$	\$

<b>TOTAL PARADE EXPENSES</b>	\$	\$
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PARADE REVENUES*	Projected	Actual
Entry Fees	\$	\$
Corporate/Private Sector Cash Sponsorship	\$	\$
Fundraising	\$	\$
Other Government Grants	\$	\$
Donated Goods & Services (\$ value must match expenses)	\$	\$
Private Donations	\$	\$
Other City of Edmonton Support (specify)	\$	\$
Other (specify)	\$	\$
	\$	\$
	\$	\$
Community Investment Program Parade Grant	\$	\$
<b>TOTAL PARADE REVENUE</b>	\$	\$

<b>PARADE SURPLUS/(DEFICIT)</b>	\$	\$
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\*Please use the fields appropriate to your event. Not all examples listed here will be relevant to every event.