Not for Profit Organziation Grant -Project (draft)

Organization:	Category
Reviewer	Date

Technical Review	Check	Comments/Notes
Completed application and declaration		
Last years audited/reviewed financial		
statements- signed by 2 non signing		
authorities		
Most recet AGM Minutes or Annual Report		
Current Proof of Filing-Annual Return		
(stamped)		
Long/Short Term Plan		
Bylaw or Object Amendments		
Objects and Bylaws (first time applicants)		
Registered Society for more than one year		
Board of Directors names and positions		
Not a CA or getting operational funding from		
the Province		
Principle Review	Check	Comments
Benficaries/membership from Parkland	CHOOK	
County		
,		
Improve quality of life for County residents		
Supports "objects" of the organization in		
corporate documents and is not used to		
further a profit venture		
Activities merit public funding		
Activities do not substantially duplicate other		
applicants within Parkland County.		
Can accomplish adequate level of activity		
without funding		
Demonstrates fiscal responsibility and		
manages finances responsibly (other revenue)		
Open membership		
No outstanding documentation from previous		
grants.		
Council Priorities/Areas of Focus	Check	Comments

Not for Profit Organziation Grant -Project (draft)

NFP-Operating Grant Criteria (Max \$10K)	Check	Comments
Facility Operations Max\$3500/yr		
Org Operations Max \$10K/yr		
Funds not used for capital purchases (land,		
equip >\$5K, buildings)		
Operating Budget less than \$1M		
Less than 2 years operating reserves		
Expenses are eligible		
Expenses are within last fiscal year		
Non eligible expenses are identified		
NFP-Project Grant Criteria (Max \$5K)	Check	Comments
Funds used within 12 months of receipt		
Recognition to County		
Matching funds in place		
Final report within 2 mos of completion		
NFP -Sustainabilty Minor Capital Grant		
Criteria (Max \$5K)	Check	Comments
Fire/safety/health, preventative maintenance,		
or renovation		
Equipment Purchase +\$5000		
Facility in Parkland County		
Facility in parnter community/no cost share		
Matching funds in place		
Completed within last 6 months or upcoming		
5 yr max does not exceed \$15K		
Dissolution agreement if required		

Not for Profit Organziation Grant -Project (draft)

Criteria and Maximum Point Value	Score	Assessment Criteria
Project Description /30 pts		The project is clearly described. The way the project will impact the community is clear. Partners are identified.
Workplan/Schedule /10pts		The application must show a reasonable timeline and describe links between the project activities and the project description/outcomes. It is clear who will carry out the activities and when.
Budget /10pts		The budget includes all project costs as described in the project description. Other sources of funding are used. Donations are identified. Matching funds are in place if required.
Organizational Capacity /10pts		The applicant's AGM minutes reflect good governance. The audited statements are done correctly and show the group to be in good financial position. Volunteers are in place.
Alignment to County Plans/Priorities /20pts		Aligns with one or more strategic directions
County Residents % /20pts		0-10%= 0pts 10-24%= 5pts, 25-50%= 10pts, 51-75%= 15pts, 76-100%= 20pts
Total Score out of 100		
Funding eligibility maximum amount		
Amount of funding requested		
Amount awarded in previous years		
Funding recommended		
General comments		