Rural Municipality of Armstrong

2027 MUNICIPAL GRANT GUIDELINES & APPLICATION FORM

Deadline January 31st, 2027

PURPOSE

To provide financial support to projects that enhance the Armstrong community and the quality of life to its residents.

GRANT APPLICATION CATEGORIES

Community Enhancement Grants are for organizations requesting under $5,000 to assist with execution of a one-time special event or project. Preference will be given to activities of a cultural nature, which are community enriching, or that are for public enjoyment. Requests for $500 or less only require the budget portion of the application to be filled out. Requests between $500 and $5,000 must be accompanied by a copy of your organization's most current financial report and other sources of revenue.

Major Projects Grants are for community organizations requesting funding of $5,000 or more to offset costs related to infrastructure development, beautification, environment sustainability and other major activities. If your organization has a member appointed by the RM your organization must have a financial audit completed at your expense. This is required if you are both requesting $5,000 or more and have RM representation.

Operations & Annual Support Grants are for community organizations requesting support for such things as donations to annual charitable events, or assistance with other operational expenses. Requests for $500 or less only require the budget portion of the application to be filled out. Requests between $500 and $5,000 must be accompanied by a copy of your organization's most current financial report and other sources of revenue.

CRITERIA

To be eligible for grants from the RM, all of the following conditions must be met:

- Applicants must be non-profit organizations.
- Funding requests must be made by one of the three grant application categories that best reflects your organizations needs.
- Applications must be made by the deadline posted each year.
- In special circumstances the Council has the discretion to consider a grant application at anytime.

P. O. Box 69, Inwood, MB, R0C 1P0
Phone: (204) 278-3377 Fax: (204) 278-3437 cao@rmofarmstrong.com

- Organizations must have been in existence at least one year, have an organizational plan, and operate on a firm financial basis with complete and accurate financial record. Organizations must complete an annual budget and may issue and annual financial report that is available to the public.
- Organizations must be governed by a duly constituted volunteer board of directors that assumes accountability to the community and meets at least annually. Citizen board members must serve without remuneration.
- Funding requests over $500 must outline a complete budget and an annual financial statement, including cash in bank accounts. Annual budgets must include any revenue sources from other organizations or levels of government.
- Grants will not be available to organizations that exist primarily to support political purposes.
- Funding will not be provided for accumulated deficits or funding shortfalls. Financial assistance consideration is based only on budget revenues and expenditures in the year for which the assistance is requested.

DEFINITIONS

Event
An event occurring in the RM that is held for the fun and enjoyment of residents and visitors. Events may focus on a specific target audience but must also appeal to the public at large.

Non-profit/Community Service
An organization, whether or not incorporated, whose entire resources are devoted to education, health, culture, charity, or any other non-profit purpose and provides a service that directly benefits the residents of the RM. The members, contributors and other resource providers do not receive any financial return directly from the organization.

Major Project
To purchase/preserve/restore buildings, grounds or equipment that will beautify the community or enhance the quality of life in the RM through environmental stewardship, recreation, arts, culture, heritage, tourism, or social programs.

LEVEL OF ASSISTANCE AND ALLOCATION PROCESS

Council will review grant applications and a list of applicants will be recommended for inclusion in the annual budget process. All applicants will be notified on or before May 15th if their application has been successful and will be included in the Municipal Budget.

Grants may be approved in a lesser amount than that requested, or approval may be given for only a specific portion of the amount requested.

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EVALUATION OF GRANT REQUESTS

Criteria used to evaluate the merits of grant requests may include:

- Need / Practicality
- Organization's ability to effectively use funds for community benefit
- Organization's operating costs
- Available financial contribution by organization
- Grant request made by other organizations for purposes similar in nature
- Availability of municipal funds.

PAYMENTS OF GRANTS

Payment of approved grants under $500 (or for grant requests where a project has already been completed), will be made upon approval of the Municipal Financial Plan. When a grant is over $500 has been approved, payment is made only when commencement or completion confirmation is received.

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GRANT APPLICATION CATERGORY

_____

AMOUNT REQUESTING $_____

ORGANIZATION NAME & MAILING ADDRESS
CHAIRPERSON/PRESIDENT
PRIMARY CONTACT PERSON
EMAIL
PHONE NUMBER
FAX NUMBER
REGISTERED CHARITY NUMBER (IF APPLICABLE)
HAVE YOUR RECIEVED FUNDING FROM US IN THE PAST? YES _____ NO _____
IF YES, BREIFLY EXPLAIN

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DESCRIBE THE PURPOSE OF THE GRANT FUNDS BEING REQUESTED

If requested amount is less than $500, a copy of the most recent financial statement(s) is not required. Only the budget section need to be filled out. If amount requested is over $500, both are required.

Statements Attached YES _____ NO _____

BUDGET

Please provide detailed information with respect to anticipated revenue and expenses (include all monies received or receivable from other sources)

REVENUE/ASSETS

ORGANIZATIONAL CONTRIBUTION =_____

OTHER FINANCIAL RESOURCES:

_____=_____

_____=_____

_____=_____

TOTAL REVENUE/ASSETS: _____

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EXPENSES

PROJECT EXPENSES:

_____ = _____

_____ = _____

_____ = _____

TOTAL EXPENSES : _____

TOTAL REQUESTED: _____

Other Information/Comments:

I certify that, to the best of my knowledge, the information provided on this application is accurate, complete and is endorsed by the organization identified on this form.

_____ _____

Date Signature of Applicant

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OFFICE USE ONLY

AMOUNT APPROVED TO MUNICIPAL BUDGET PROCESS
DATE
APPROVING RESOLUTION NUMBER

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