**City of Spruce Grove   
Community Grant Program – Domestic Violence Grant**

2024 Funding Application Form

This grant program has specific eligibility requirements. The Application should clearly show how the proposed programs and services meet these requirements.

This application form must be received by the closing date: **4:30 PM Wednesday December 8, 2023**. Late or incomplete applications will not be processed.

In order to complete this application, please review the grant information guide thoroughly.

**CONTACT INFORMATION**

Questions regarding the completion of this application can be directed to:

Community Social Development, City of Spruce Grove

Email: csd@sprucegrove.org   
Phone: 780-962-7618

This information is being collected under the authority of section 33(c) the Freedom of Information and Protection of Privacy (FOIP) Act. It will be used to administer the City of Spruce Grove Community Grant Program – Domestic Violence. The personal information provided will be protected in accordance with Part 2 of the Act. If you have any questions regarding the collection, use and disclosure of personal information, please contact the FOIP Coordinator at 780-962-2611.

**PART A: APPLICANT INFORMATION**

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| Legal name of applying organization | | |
| Legal status of organization (e.g., Registered Charity OR Registered Not-Profit Corporation/Society) | Fiscal Year End *(MMDD)* | |
| BN/Registration No.: | Social Media *(indicate type: Web, Facebook, Instagram, Twitter, etc.)* | |
| Mailing Address | Street Address *(if different than mailing address)* | |
| City/ Town | Province  Alberta | Postal Code |

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| **Primary Contact**  Name: Title: | | | |
| Primary Phone | Ext | Cell | Email |
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| **Executive Director** Name: | | | |
| Primary Phone | Ext | Cell | Email |
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| **Board Chair/President**  Name: | | | |
| Primary Phone | Ext | Cell | Email |

**PART B: PROGRAM INFORMATION**

* 1. Provide a brief overview of your organization, its mission, and the key priorities identified in your strategic plan.

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* 1. Please specify the primary area(s) of focus for the proposed activities in connection this grant (choose all that apply):

Providing support and resources to individuals experiencing domestic violence including safety planning, crisis intervention, and connection to community resources.

Counselling services that focus on emotional healing, empowerment, and the development of coping strategies for victims of domestic violence and their children.

Group programs that focus on prevention, intervention, rehabilitation, and empowerment for both victims and offenders.

Initiatives that aim to prevent domestic violence through community education, awareness, outreach, and collaboration among different stakeholders to address domestic violence comprehensively.

* 1. Provide a description of the supports, services, programs, and/ or initiatives being proposed in this grant application.

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* 1. Diversity, Equity, Inclusion, Belonging: How will the proposed activities actively promote and enhance diversity, inclusion, equity, and a sense of belonging for those experiencing domestic violence, and what specific outcomes or measures will be used to assess the success of these efforts? Please describe how you will ensure accessibility of programs and services for Spruce Grove residents (ie. facilities are wheelchair accessible, services offered by phone/virtually, transportation options offered, etc).

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* 1. Program location: If you know the exact location(s) of where programs and services will be offered, please include them. If you do not have an exact location, please tell us what municipality (i.e., Spruce Grove, Stony Plain, Parkland County) the programs and services will be offered.

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* 1. Social Sustainability Plan: How do the proposed activities outlined in your application align with the goals, objectives, and actions in City of Spruce Grove [Social Sustainability Plan Refresh 2023](https://www.sprucegrove.org/media/6480/spp-refresh-of-the-refresh-20230529-edited-document-final-uploaded-to-web.pdf)?

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**PART C: PROGRAM EVALUATION**

Grant recipients are required to provide a mid-year and final report. The year-end report includes, in part, clear documentation of the impact and results of the funded activities. This can include quantitative data (such as the number of participants, number of Spruce Grove residents served, events held, etc.) and qualitative information (like testimonials, success stories, feedback, etc.).

1. Please describe the following as it relates to the organization’s activities, program(s), or services being applied for as a part of this grant.
2. Anticipated Outputs (i.e., number of clients served, number of programs offered, number of prevention initiatives offered etc.)

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1. How will the suggested activities lead to positive change for individuals or the community? What evidence or research supports the types of supports, services, programs, or initiatives being offered?

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1. How will you measure or demonstrate positive change? Please use a minimum of two measures from one or both of the following categories:

* Individual outcomes (i.e., changes in knowledge, attitudes, skills, etc. of participants)
* Community-level outcomes (i.e., changes in partnerships, community safety, accessibility of programs, etc.)

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| **Category**   EXAMPLE: Individual EXAMPLE: Community | **Outcome Statement**  EXAMPLE: Individuals understand the impact of their actions on others.  EXAMPLE: Victims feel empowered to make informed decisions about their situation. EXAMPLE: Community members have access to domestic violence programming.  EXAMPLE: Community members have a greater understanding of domestic violence. | **Indicator**  EXAMPLE: % of individuals in the treatment program that indicate positively (agree or strongly agree) that they accept responsibility for their actions.  EXAMPLE: Percentage of individual that complete programing. Target 65%.  EXAMPLE: Percentage of community members that report an increased understanding of domestic violence as a result of... | **Measure**  **(i.e. evaluation question, community data)**  EXAMPLE: Post-program evaluation survey responses or interview.  EXAMPLE: Tracking completion rates for programming. |
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**PART D: FINANCIAL**

* 1. TOTAL FUNDING REQUEST  
     Amount of funding requested: $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  2. Are there other sources of funding (monetary or in-kind) being applied for or accessed for these activities?

No   
  
Yes (please indicate the other sources of funding and the amount)

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* 1. Budget Estimate. Complete the budget request sheet and submit as an attachment.
* Please provide a detailed breakdown of the funds requested within the eligible cost categories and what they would be allocated for using the budget request sheet.
* Please break down project or program expenses that are specific for that program (e.g. contracted counsellor).
* Include in the general category any expenses that are not specific to one of the projects or programs being applied for.
* For administrative expenses, please highlight how these are needed to support the project or program.
  1. Financial Statements. Signed audited financial statements of the most recent fiscal year must accompany this application as an attachment. If the fiscal year of the organization is mid-year, please provide monthly profit & loss statements for the period following the organization’s most recent fiscal year.

**PART E: ADDITIONAL INFORMATION**

1. What is the impact if you do not receive the requested funding (in whole or in part)?

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1. Please provide any additional information that may assist us in better understanding your organization or its services/ programs during the application review (max. 300 words).

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| **DECLARATION**: In making this application, we the undersigned, confirm:   * that we have read the Community Grant Program – Domestic Violence Grant guide; * that we have reviewed the City of Spruce Grove Social Sustainability Plan; * that we understand that this application form and all required attachments must be completed in full and received before 4:30 pm MT on **Friday December 8, 2023**; * that we understand the term of the Community Grant – Domestic Violence is January 1 to December 31, 2024 and that all expenditures must happen during this term; and * that we are authorized to complete the application on behalf of the organization listed in the application, and hereby represent to the City of Spruce Grove and declare that to the best of our knowledge and belief, the information provided is truthful and accurate, and the application is made on behalf of the above -named organization and with the Board of Directors’ full knowledge and consent. | | *Board Member(s) and/or Executive Director Initials* | |
| **\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_** | **\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of Board Member *(must have signing authority)*  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print Name  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: (YYYY-MM-DD) | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of Board Member or Executive Director *(must have signing authority)*  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print Name  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: (YYYY-MM-DD) | | |