

Capital and Equipment Application Guidelines

The United Way of Central Alberta is committed to making investments in activities that will impact the community. We invest in registered charities that provide programming and services in the following three priority areas:

- **Education** – Enabling Kids to Be All That Kids Can Be
- **Income** – Moving People From Poverty to Possibility
- **Wellness** – Promoting Healthy People, Strong Communities

Purpose

The purpose of the capital and equipment fund is to assist agencies with necessary improvements to meet licensing or safety requirements or to renovate your facility to improve or expand services.

Allowable Expenses

Eligible expenses include:

- repairs or upgrades needed to conform to licensing or safety requirements
- equipment that directly pertains to the delivery of services
- construction, renovation or expansion costs to improve or expand delivery

Capital project funds may not be used for any of the following:

- construction deficits
- repairs, maintenance or work already under way or
- completed pay for moving expenses

Who is Eligible

Funding is provided to **registered charities** that fall into one of our priority areas to cover a portion of allowable

- provide programs and services that relates to at least one of United Way of Central Alberta's priorities (for further information on these priority areas please refer to the attached Community Impact Framework)
- is open to the provision of services to all members of the community regardless of race, culture, religion, gender or sexual orientation, disability or place of residence
- must be working within the geographic area served by the United Way of Central Alberta (see attached map and list of communities)

Priority will be given to charitable organizations with an annual budget under \$1 million or those agencies with a limited ability to address necessary upgrades.

The funding can support capital or equipment costs up to \$1,000. Approval of funding is conditional on the availability of funds in the current fiscal year and fulfilling the above criteria.

Agencies can only receive these funds once every fiscal period (April to March).

Supporting Documentation

The following documents are required as attachments to support your request:

1. A signed copy of the completed application form.
2. Any documents that support the necessity of the project.
3. Current detailed cost estimates from at least two reliable contractors and/or suppliers
4. If the property is not owned by the applicant, a copy of the lease.
5. Your agency's audited financial statements for the last completed fiscal year.
6. Your agency's budget for the current fiscal year.

A letter outlining the impact that your capital project has on the delivery of services in your agency must be provided to the United Way within two weeks of completion of the project. Photos would also be welcomed. This letter, or excerpts, may be shared with our community to demonstrate the difference that their generous donations make.

How to Apply

Complete the application form online and then submit the signed copy of the application form and supporting documentation to

Capital and Equipment Grant

United Way of Central Alberta

4811 48 Street

Red Deer, AB T4N 1S6

or

Email to christine@caunitedway.ca (all attachments must be in a PDF format)

You will receive notification about our decision in writing within 30 days of receipt of your application and supporting documents.

Capital and equipment project funds will be paid upon approval of your application.

Contact Information

For more information on the capital and equipment funds or to find out how to access an application please contact:

Christine Curtis

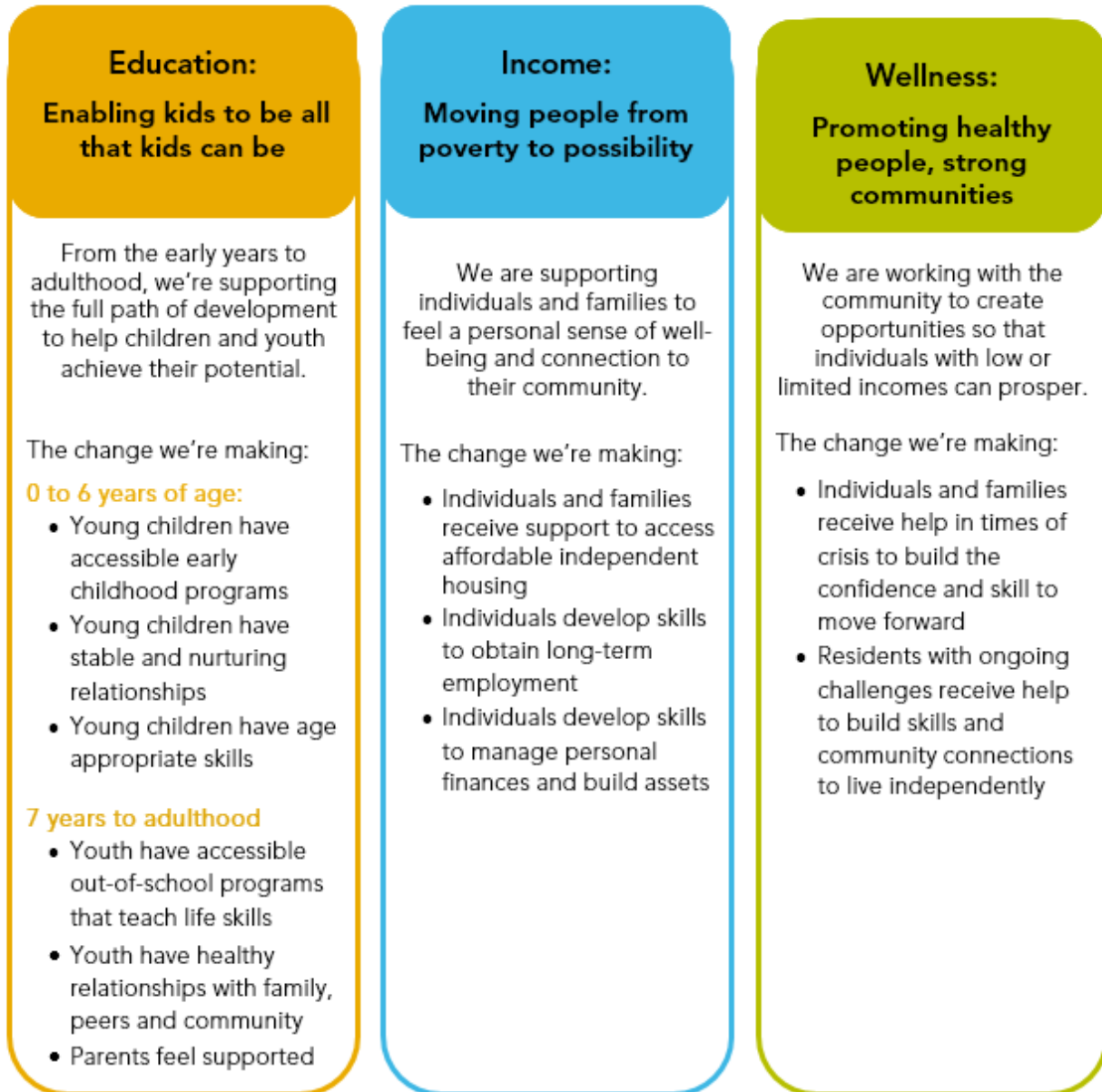
Administrator

403-343-3900

christine@caunitedway.ca

Community Impact Framework

Through continuous research, a deep understanding of our Central Alberta community's challenges and experience working with key partners, we believe the best opportunity to change lives and social conditions rests in the following three priority areas:



Because we understand the issues impacting our community, our staff and volunteers are focused on

- **Investing** in programs and projects that address these challenges and demonstrate success in achieving results
- **Partnering** with agencies, community collaborations and provincial initiatives that address the underlying issues
- **Promoting** the importance of these issues and the difference that we, collectively, can have on the lives of people in our community.

Our region recently expanded and now includes the following cities, counties and communities in Central Alberta.

Cities

Camrose
Lacombe
Red Deer
Wetaskiwin

Neighbouring Communities

| | | |
|----------------|----------------|----------------|
| Altario | Golden Days | Telfordville |
| Bashaw | Halkirk | Thorsby |
| Bittern Lake | Itaska Beach | Tillicum Beach |
| Breton | Kelsey | Veteran |
| Brownfield | Kirriemuir | Violet Grove |
| Buck Creek | Lindale | Warburg |
| Calmar | Looma | |
| Carnwood | Monitor | |
| Castor | Pelican Point | |
| Consort | Poplar Ridge | |
| Coronation | Rolly View | |
| Compeer | Strome | |
| Drayton Valley | Sundance Beach | |
| Forestburg | Sunnybrook | |

Counties including all communities

Clearwater County
County of Stettler
County of Wetaskiwin
Kneehill County
Lacombe County
Mountain View County
Ponoka County
Red Deer County

