Claystone Waste Community Grant Program

GENERAL OPERATING GRANT

The General Operating Grant provides funding to help offset an organization's operating expenses (e.g. utilities, insurance, staffing costs, etc.)

You can complete the online application form at claystonewaste.com/grants or by scanning the QR code (reverse side). If you are unable to complete the form online, please complete the form on the other side of this document.

ELIGIBILITY

Claystone Waste offers grants to community not-for-profit organizations to help fund different activities based on the following eligibility criteria:

- Community organization is a not-for-profit, including schools, seniors' lodges, hospitals and amateur sports teams.
- Community organization operates within the boundary of Beaver County.
- Community organization demonstrates a commitment to improving the lives of residents within the Beaver County region.

Claystone Waste does not provide grants to individuals or businesses.

Municipalities and regional service commissions and authorities are not eligible for monetary grants under this program but may be eligible for in-kind grants.

Municipal libraries and FCSS departments can apply for grants for programs and events and in-kind grants.

APPLICATION TIMELINES

Grant applications will be accepted and reviewed as follows:

- Intake Period 1: January 1 to May 30, applications reviewed in June
- Intake Period 2: July 1 to November 30, applications reviewed in December

The project, event or activity being applied for must be completed within six months of the date in which grant approval was provided.

GRANT RECOGNITION

Grant applicants will be required to outline how they will acknowledge or recognize Claystone's contribution as part of the application process including, but not limited to, a card or letter, post on the organization's website, media, social media, or photos shared with Claystone for its use.

By submitting a request for a grant, the applicant acknowledges that Claystone will make the award of any grant or donation public on its website, social media, or traditional media.

Where appropriate, Claystone would appreciate the opportunity to attend an event or otherwise meet with your organization to learn more about how the grant funds are being used.

GRANT PAYMENT TERMS

Grant funding will be paid out once Claystone has received the receipts for the project, activity or event – grant funding will not be paid out in advance.

Claystone will require original receipts or legible scans prior to releasing the grant funds. Depending on the nature of the application, Claystone may request a copy of the organization's financial statements.

Claystone will process payment through Electronic Funds Transfer (EFT). Successful applicants will be required to complete a New Vendor Form and provide proof of account holder information such as blank cheque or direct deposit form from the bank showing account ownership and banking information, or a letter from the bank confirming the account holder information.

FOR MORE INFORMATION

For questions regarding the Community Grant Program and/or completion of the application, please contact the grant coordinator at Claystone Waste by emailing comms@claystonewaste.com or call 780.663.2038.

GENERAL OPERATING GRANT APPLICATION

Use separate page if more room required or complete the form online at claystonewaste.com/grants, or scan the QR Code.

Organization Name:

Contact Person:

Mailing Address:

Email Address: Phone Number:

Charitable or Not for Profit Registration Number, if applicable:

Website or social media information:

Organization Description:

Please indicate in which communities your organization serves (select all that apply):

☐ Tofield ☐ Viking ☐ Holden ☐ Ryley ☐ Beaver County

Description of Expense:

Total Cost: Amount Requested:

Has Claystone provided funding for this or other operating expenses previously? If yes, when?

If Claystone is unable to fund your request, how will you proceed?

Will you accept a portion of the amount requested?

Please provide any additional information you would like to share: