

# COMMUNITY RESTORATION PROJECT

PRESENTED BY  CALGARY HITMEN  
**FOUNDATION**

## CALGARY HITMEN FOUNDATION COMMUNITY PROJECT APPLICATION

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The Calgary Hitmen Foundation works annually with communities in and around Calgary to refurbish a rink, playground or field.

### Who Qualifies?

- Outdoor rinks, fields, playgrounds, parks and recreational outdoor spaces that are operated by communities,
- Have recognized good management
- Have a strong volunteer base to keep up with the day to day operations
- Have high usage rates by a wide range of kids, parents and community members
- Have established an confirmed city approved construction/refurbishment plan

### Timelines

**Application Deadline:** 11:59 PM Tuesday, March 28

**Top three successful candidates chosen:** April 3

**Video Submission Deadline:** April 10

**Voting Period:** April 12-26

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## ELIGIBILITY REQUIREMENTS

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Tell us how your community will benefit from a \$50,000 donation from the Calgary Hitmen Foundation! Is your community raising funds for a community asset that will improve the lives of those living there? Will this project influence the health and recreational activities for residents?

The Community Restoration Program presented by the Calgary Hitmen Foundation will award ONE Calgary community with \$50,000 towards their park, playground, rink or outdoor space refurbishment project. Please review the following eligibility in order to determine if your group would qualify for this grant from the Calgary Hitmen Foundation and if so - apply today!

### ELIGIBILITY

**All applying communities review the following eligibility before a formal application is submitted:**

- Communities must be a registered not for profit organization or a registered charity
- The successful community will not be selected based on demographics, however statistical demographics are required in the application obtained from Stats CAN public listing
- Community must be located within a 50 km radius of Calgary City Limits
- All projects must have the goal of improving the lives of residents through access to recreation or wellness. Examples of this include: parks, playgrounds, outdoor rinks and arenas.
- The community must demonstrate the ability to fully execute the refurbishment proposed through a well thought out business plan, budget and funding proposal.
- This application must include an already commenced fundraising plan. Only communities that are already raising funds for a project and have acquired funds from other sources (private, personal or public) at the time of the application will be eligible.
- A formal presentation of the application may be requested
- Three communities will be selected and the successful community will be determined by an external contest based on votes.
- The three communities selected to proceed to the voting phase, will be based on: need, scope, project timeline, funding preciously acquired, benefit to residents and community, proposed project usage stats, proposed need to residents, level of impact \$50,000 would make to the project, application quality, diligence and budget.
- If your community is selected as one of the three finalists all communities will solicit for votes for their community to be selected. The reasons and communication vehicles a community uses to encourage and promote voting is at the discretion of the community group.
- The community with the most votes by April 26, 2017 at 11:59 PM, will be awarded \$50,000 from the Calgary Hitmen Foundation. Voting will take place on a public website and results will be public at all times. The final results and tallies will be published on the Calgary Hitmen website
- The Calgary Sports and Entertainment Corporation, the Calgary Hitmen and Calgary Hitmen Foundation are not responsible for any phase of the refurbishment, construction or additional fundraising for the project. (Legal information on liability to be produced following approval)

**IF YOU HAVE A QUESTION REGARDING IF YOUR COMMUNITY IS ELIGIBLE PLEASE CONTACT:**

Annelise Milliken  
Donor Relations and Foundation Coordinator  
amilliken@calgaryflames.com

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## Community Project Application Form: Part 1 Information on your Organization

To be considered for a community project from the Calgary Hitmen Foundation, please fill out the following application form accompanied by a presentation letter explaining the nature of your refurbishment (no longer than one page, printed on letterhead and signed by a member of your Board).

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Organization Name:

Name of Project:

Community Location:

Address:

City/Province:

Postal Code:

Telephone:

Email:

Number of years since last renovation or refurbishment:

Number of Full-time/Part-time Staff:

Number of Volunteers (volunteer base):

Annual Operating Budget:

### COMMUNITY DEMOGRAPHICS (projects not based on demographics)

Population of Community:

Median Household Income:

% of population in low income (LIM-AT):

% of population that spends 30% or more of their total income on shelter costs:

% of population that is between the ages of 5-14:

List the names of the schools in your community and the age groups in which they include:

Who is responsible for the majority of the maintenance and up-keep of the project once completed?

Describe the anticipated usage of your project during a typical week.

Do you provide any organized activities, programs or services for members of the community at this location?

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## Community Project Application Form: Part 2

Information on your Proposed Refurbishment

Please outline the refurbishments that are required.

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**Who needs this refurbishment?** Specific age group or demographic? How many people will benefit?

**Describe the impact this project will have.** Describe the long term and short term benefits.

**Timeline for this project/initiative:** Start Date: End Date:

**Describe the volunteer component of this project.** Proposed number of volunteers to help maintain once the project is complete.

# COMMUNITY RESTORATION PROJECT



## Community Project Application Form: Part 3 Project Budget

Please attach your organizations' most recent audited financials and annual report.

**Budget Information:** Please list how the requested funds will be distributed.

<b>MATERIALS</b>	
	\$
	\$
	\$
	\$
	\$
subtotal	\$
<b>EQUIPMENT</b>	
	\$
	\$
	\$
	\$
	\$
subtotal	\$
<b>ADMINISTRATIVE COSTS/REGISTRATION FEES/FACILITIES/RESOURCES</b>	
	\$
	\$
	\$
	\$
	\$
subtotal	\$
<b>OTHER (please specify)</b>	
	\$
	\$
	\$
	\$
	\$
subtotal	\$
<b>TOTAL AMOUNT REQUESTED</b>	\$

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## Community Project Application Form: Part 3 Cont'd Project Budget

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Please detail your promotional plan for soliciting votes for your community (as referenced in the eligibility).

Are you seeking/receiving funding from any other source(s) for this project?

Have you received funding from the Calgary Hitmen Foundation in the past?

If your request is accepted, how will you recognize the Calgary Hitmen Foundation?

If your request is accepted, how will you help promote the Calgary Hitmen Foundation through your organization?

**SUBMIT**

**COMPLETED FORM SHOULD BE SUBMITTED TO:**

Calgary Hitmen Foundation - Community Project Application  
555 Saddledome Rise SE  
Calgary, AB T2G 2W1

**FOR MORE INFORMATION, PLEASE CONTACT:**

Annelise Milliken  
Donor Relations and Foundation Coordinator  
amilliken@calgaryflames.com