



COMMUNITY CAPITAL PROJECT GRANT APPLICATION FORM

RECEIVED
APR 24 2020

SECTION 1: APPLICANT INFORMATION

Name of the Organization:

4 Wing Military Family Resource Centre Society (MFRCS)

Mailing Address & Phone Number:

P O Box 5260 Station Forces, Building 674 Kingsway Road, Cold Lake AB T9M 2C3
Floyd Perras, Executive Director, 204-980-0141

Has the organization received any Community Capital Project Grants in the past?

☒ No

☐ Yes, in what year(s): _____

Explain how the organization is sustainable:

☒ Registered on: October 08, 1992

Since 1992, the 4 Wing MFRCS has provided continuous essential services and programs to the community. They have provided much needed accessible, affordable, and inclusive services that provide broad community engagement. The 4 Wing MFRCS has strong community support, a solid base of volunteers, and a demonstrated track record of providing for the community's well-being. Co-located with the 4 Wing Theatre, the MFRCS' facilities include a Welcome Centre, Daycare, Pre-School, Youth Centre, Out of School Care Program, Conference Rooms, Playground, Annex Building, and a large Assembly Hall for community use.

Community Organization Eligibility Criteria:

Location where the organization is based out of:

☒ City of Cold Lake

☐ Other: _____

Organization must be either a registered:

☐ not-for-profit (No: _____)

☒ charitable organization (No: 87382 7190 RC0001)

Organization's primary mandate must be to provide at least one of the following within the City of Cold Lake: (check all that apply):

☐ sports

☒ recreation

☒ arts

☒ culture

☒ social services

☒ community wellness

SECTION 2: PROJECT DETAILS

The project is to: (check all that apply):

☐ construct a new facility

☐ expand a facility beyond its existing footprint

☐ retrofit an existing facility for a new use or purpose

☐ renovate an existing facility to remodel/restore the space

☐ upgrade the facility's mechanical, security or technology

☒ replace or provide additional major equipment where that equipment supports a program or services, which have a lifespan of 5 years or more

<i>The facility (or equipment) will be used for:</i> (check all that apply) ☒ sports and recreation ☒ arts and culture ☒ social services ☐ parks ☒ community wellness ☒ other <u>Youth Centre</u>	<i>The project creates a new or enhanced service within the City of Cold Lake, which is:</i> (check all that apply): ☒ accessible, affordable, inclusive providing broad opportunities for community members ☒ sustainable for the facility ☒ involves a strong volunteer base supporting the facility project while sustaining ongoing operations ☒ supported by the Community
<i>Describe the Project:</i> The 4 Wing MFRCS desires to replace or provide additional major equipment where that equipment supports programs or services which have a lifespan of 5 years or more. A detailed list of capital items is attached to this application. The departments impacted include the Youth Centre, Summer Program, Pre-School, Daycare, Evening Care Program, and Core Services. All of these programs and services are accessible, affordable, and inclusive to the entire community. The listed items are needed to replace either old and outdated equipment, or to enhance the programs and services with additional equipment in order to meet the growing needs of the community. The total capital equipment cost is \$39,000 of which the MFRCS will pay \$26,000 from its General Fund. The remaining \$13,000 is the request through this Community Capital Project Grant Application.	
<i>Potential Impact the Project is expected to have on the community:</i> (You may wish to include: the demographics of the community who will be served by the project; the number of community members who may potentially benefit from the project; the level of community support for the project; the potential longevity of the project; how the project will benefit the community.) Cold Lake has a young demographic and as such, much of the capital equipment required is for children and youth. Our active Youth Centre has weekly programming for 6-9 year olds and 10-17 year olds, and also offers Drop In for all ages. Our Summer Program can accommodate 40 full-time children who are between the ages of 4.5 to under 6 years old, a demographic that is not well served elsewhere in the community. The Pre-School, Daycare, and Evening Care programs all require new and updated equipment in order to provide the best educational, caring and inclusive environment for children in our care. All of these programs are accessible, affordable, and inclusive. Included in the itemized list is equipment for Core Services that will support families for larger community gatherings in our main building, as well as provide new and much needed life saving equipment (AEDs). To make our building even more accessible, bike racks and benches at the front of the building are a necessary addition. All of the items listed will provide for a better experience for our community and contribute to community wellness.	
<i>Is the project receiving funding from another City source?</i> ☒ No ☐ Yes, explain the source(s) and what year(s) funding was received: _____ _____ _____	<i>Anticipated project start date:</i> <u>July 01, 2020</u> <i>Expected project completion date:</i> <u>September 30, 2020</u> <i>Proposed location for the project:</i> 4 Wing MFRCS Main Building, Annex Building, Youth Centre
<i>Indicate any innovative, unique, or additional factors that may be associated with this application:</i> The 4 Wing MFRCS has experienced tremendous growth in all areas, and we need additional equipment in order to meet the needs of the community. We have dedicated staff in all departments who work hard every day to contribute to the well-being of the community by providing accessible and relevant programs and services that are welcomed and valued by all.	

SECTION 3: PROJECT COSTS (MATCH FUNDING)

Total Project Costs:

\$26,000.00 Committed community contribution
\$13,000.00 * Grant request from City *List Attached
\$39,000.00 Total Project Cost

Sources of Community Contributions:

\$0.00 In-kind labour (unskilled)
\$0.00 In-kind labour (skilled)
\$0.00 In-kind services
\$0.00 In-kind equipment/materials
\$0.00 Monetary donations (excludes grants)
\$0.00 Monetary grants (from non-City sources)

Is there any shortfall? (if yes, please explain):

Conditions of Funding:

- The grant request under this program must be one-third (1/3) or less of the total project cost.
- Applicant must be able to demonstrate that at least two-thirds (2/3) of the project costs will be paid for by the community through: in kind labour, services, equipment/materials which are directly related to the project, and/or monetary donations.
- Volunteer time must be directed related to the project for which funding is being requested. Please see the Community Capital Grant Policy for valuation of volunteer time and donations.
- Unskilled labour can only contribute to a maximum of one-third (1/3) of the "community contributions".
- Qualifying volunteer time must be directly related to the project(s) and may not include any other volunteer hours for fundraising, creating the grant application, time spent in meetings or activities related to planning the project or other planning activities of the organization.

SECTION 4: APPLICANT DECLARATION

I give my consent to the City of Cold Lake to collect, use, retain, disclose and dispose of the information contained within this application for the purpose of, but not limited to, operational and public media as may be deemed appropriate by the City of Cold Lake. I also certify that to the best of my knowledge the information provided in this application is accurate.

Applicant Signature: [Signature] Date: April 20, 2020

Please submit the completed application by email (city@coldlake.com), by mail, or in person at the address below, to the **Attention of the Community Capital Project Grant Program**.

- ☒ Completed application form
- ☒ Confirmation of match funding
- ☒ Letters of support from the community
- ☒ Proof that the application has either land ownership for the location of the project, a long-term lease and the confirmation from the owner for permission to undertake the project, or another form or confirmation of ownership/permission to undertake the project on the property

For Office Use Only

Date Received: _____

Decision Date: _____

Decision: Approved ☐ Rejected ☐

Staff Initial: _____

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	A	B	C	D
1	CAPITAL ITEM	PRICE		SUPPLIER
2				
3	Youth Centre	\$7,200.00		Various
4	Large screen tablet			
5	Sectional couch & sofa			
6	Shelving			
7	Computer speakers			
8	Bean bag chairs			
9	Charging station			
10	TV sound bar			
11	Folding chairs			
12	Artwork/Décor			
13	In ground basketball hoops			
14				
15	OSC Summer Program	\$3,000.00		Various
16	Tables & chairs			
17	Outdoor sports equipment			
18	Outdoor toys			
19				
20	Preschool	\$1,800.00		Education Station
21	Literacy couch			
22	Playhouse & toys			
23				
24	Daycare	\$5,800.00		Various
25	Expandable ball pit			
26	Tricycles & ride-on toys			
27	Blocks, tiles, balls, Joinks			
28	Climbing arch, rocker, gym			
29				
30	Evening Care	\$1,500.00		Various
31	Table & chairs			
32	Movies & toys			
33				
34	Core Services	\$19,700.00		Various
35	Industrial BBQ			
36	Patio furniture			
37	AED & Training x 4			
38	Events tent			
39	Table for Conf Room A			
40	Bicycle rack			
41	Benches for front x 2			
42	Ice Maker			
43				
44	TOTAL PROJECT COST	\$39,000.00		