



Council Strategic Initiatives Fund Application Form

Applicants should carefully and thoroughly review the Council Strategic Initiatives Fund Guidelines prior to completing this application. The decision of the approving authority will be based on the guidelines and the written application. It is the responsibility of the applicant to make their case for approval through this application form. Incomplete information may adversely affect the application.

SECTION A- GENERAL INFORMATION	
Name of Initiative	
Date of Event or Start Date of Initiative	
Name of Organization	
Name of Payee (If Successful)	
Contact Names, Phone Numbers, Email Addresses	
Mailing Address	

This information is collected under section 33(2) of the Alberta Freedom of Information and Privacy Act (FOIP) and a resolution of City Council for the purpose of administering the Council Strategic Initiative Fund program. Inquiries about FOIP in relation to this program should be directed to the Manager, Culture, The City of Calgary, Box 2100, Stn. M, Calgary, AB T2P 2M5 or call 403-476-4304.

SECTION B- EVENT INFORMATION

Dollars Requested

If granted, how do you intend to allocate the funds?

Who have you been in contact or discussion with at the City?
(Please list name, department and phone number for each)

Event Description:

Please provide a brief description of your event. Include Objectives of the event and describe the benefits to The City and alignment with current Council priorities.

- Attach a copy of the event program, agenda or other supporting documents that best describe the initiative.
- Attach your marketing strategy and include any examples of publicity items you may already have.

Scope of Event/Initiative:

- Projected attendance.
- Participant demographics
- Cost of participation

Does the event have a Local, Provincial, National or International profile? Please describe:

SECTION C- ADDITIONAL INFORMATION		
	Response (Yes or No)	Comments
Is this a one-time request? If held in past years, attach prior year's financial statements.		
Potential for the event to be ongoing?		
Is this a non-profit event?		
Is the event a fund raiser?		
Other sources of funding accessed?		
Is this event promoting a commercial enterprise?		
Does the event duplicate or directly compete with an existing event already being staged?		
Scope of opportunities for Calgarians to participate.		

Please attach a budget for your overall event or initiative, letters of support, and attach any additional information you feel necessary to support your request.

All applications must be received by The City at least ninety (90) days prior to the date of the event or commencement of the initiative. Exceptions to this requirement will be made only with the approval of the Event Advisory Committee or Council.

Requests go to the approving authority monthly, except August. You will receive written notice of the decision of the approving authority within ten days of the date of the decision.

If you have any questions or require further information, please contact The City's designated Council Strategic Initiatives Fund contact, Marcello Castronuovo at 403-476-4307 or at Marcello.Castronuovo@Calgary.ca