

BCIF Letter of Intent Checklist

Letter of Intent checklist instructions: As part of your application for the Beltline Community Investment Fund (BCIF), please submit a Letter of Intent to bcif@calgary.ca that addresses all the following questions. The total length of the letter must not exceed two pages.

Checklist:

1. Organization name and project lead's contact information.
2. Provide a high-level overview of your project.
3. What experience does your organization have delivering capital projects of a similar nature?
4. What demonstrated need in the Beltline area will your project address?
5. How will you demonstrate support and connections with the Beltline community? (*for example, connecting with Business Improvement Areas, Community Associations, or other relevant community groups*)
6. How will the project improve the public realm in the Beltline area?
7. How does the project align with principles of Calgary's Greater Downtown Strategy and the Beltline Area Redevelopment Plan? (*please refer to the Guiding Principles summary document at the [BCIF resources webpage](#)*)
8. How soon can you implement the project and how long will it take to complete?
9. What supports, approvals, permits or permissions do you need to receive before undertaking this project?
10. How do you plan to measure the impact of the project?
11. How much funding will you be requesting for this project?

For further information:

BCIF main webpage: calgary.ca/BCIF

BCIF resources for organizations: www.calgary.ca/planning/community/bcif-organization-resources.html