

2014 HERITAGE INVESTMENT GRANT PROGRAM



Frequently Asked Questions

1. Why a Heritage Investment Grants program?

Edmonton has a rich and diverse history, but there is much more to be done to tell this story, preserve it for future generations, and connect Edmontonians to the city's heritage. This is the EHC's mission and it is using the HIG to invest in stabilization, development, and innovation in Edmonton's heritage sector.

2. Where does the money come from to fund the grants?

The City of Edmonton currently provides the money for this grant program.

3. What other municipal sources of funding could help support my organization?

Depending on the type of organization and its activities, you could look into the following municipal granting organizations and programs:

- [Edmonton Arts Council](#)
- [City of Edmonton](#)

4. Why are only organizations allowed to apply?

At this time, we are focusing on the role organizations and their members play in the community. In addition, we believe organizations provide a needed level of stability and accountability. Individuals, however, receive funding indirectly, either through salaries paid by museums, archives, or other heritage organizations (Operational Grants), or by being hired as contractors or staff (Project Grants).

5. How do I find a qualified heritage professional for a project grant?

Edmonton has many heritage professionals with specialized skills across a variety of areas. They either currently work in heritage organizations or are experienced heritage consultants.

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To find out who may have the skills you are looking for, you can:

- Contact us! We may be able to put you in touch with someone, or put a notice in our e-newsletter.
- Put out a notice on either the Alberta Museums Association or Archives Society of Alberta's listserv.

Once you find a possible candidate, ask for a detailed resume, a sample of their work, and at least two references before hiring them. Get at least two or three people from your organization to decide on the candidate. When you do hire someone, make sure you have a clear agreement outlining the work they will do, the timelines, and the approved budget.

6. Why do museums and archives need proof of accreditation in order to apply?

One of the Operational Grants' main objectives is to support well-run and vibrant heritage organizations whose programs benefit all Edmontonians. When an organization seeks accreditation, it demonstrates a willingness to achieve professional standards and a commitment to improving heritage practices.

7. I am not a heritage organization but would like to apply for project funding. Do I qualify?

While only heritage organisations (museums, archives, and historical societies) can apply for Operational Grants, anyone that meets the eligibility requirements can apply for Project Grants.

These eligibility requirements are:

- The organization must have been registered as a non-profit society for at least one year.
- Though the primary activities of the organization may not be primarily heritage-focused, they must demonstrate the commitment and ability to conduct a heritage project.
- The organization's activities must generally take place within the corporate limits of the City of Edmonton.
- An applicant must have no outstanding evaluations or unused grant funding to be returned to the Edmonton Heritage Council.

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8. Are there ways I can learn more about the grants program?

Yes! There are many ways to learn more about the program and to prepare an application:

- All the information is available on our website, www.edmontonheritage.ca
- We will offer workshops for both the Operational Grants and Project Grants. Please check the EHC website or contact us for those dates.
- We are also happy to meet in person at a convenient location to review the application process with you and/or your board up to a week before the deadline. To set up a meeting, please email grants@edmontonheritage.ca or call 780-429-0166, Ext. 234.
- We can also review your draft application up to a week before the deadline. Please submit this as early as possible: it takes us 2-3 days to review an application and give feedback, and we may notice missing items that require some time to gather such as support letters.

9. How do I submit an application?

Completed Applications can be submitted to the Edmonton Heritage Council as hard copies only.

Applications must be received at the Edmonton Heritage Council office 2nd Floor, 10440-108 Ave, Edmonton, AB, T5H 3Z9, by 4:30 p.m. on the date of the grant deadline. If the deadline falls on a weekend or statutory holiday, applications must be received by 4:30 p.m. on the next business day **after** the deadline.

Incomplete applications or applications received after this date will not be considered.