



HERITAGE COMMUNITY INVESTMENT PROGRAM

GRANTS

PROGRAM OFFERINGS

OPERATIONAL GRANTS

Operational Grants are designed to assist museums, archives, and historical societies to build capacity by providing funding for elements that support its core organizational operations.

These annual grants provide financial support for up to a maximum of 25% of eligible expenses of an organization's annual operating budget. The amount awarded is dependent on annual funding granted from the City of Edmonton and balancing the number of applicants.

SEED PROJECT GRANTS

To provide limited assistance to organizations to do research and/or conduct a facilitated process with the intention of exploring, learning information and establishing partnerships that would strengthen an application for a Project Grant to EHC's Heritage Community Investment Program. These grants cover expenses occurring within the corporate limits of the City of Edmonton.

These grants may be awarded to a maximum of \$2,500 and may include costs related to gathering people to work on elements that would result in submission of a grant the following fall.

PROJECT GRANTS

Project Grants are meant to support projects from non-profit museums, archives, historical societies and community organizations. They will have definite start and end dates, specific goals, and a plan for implementation and evaluation. They must increase the depth and diversity of the Edmonton story and be publicly accessible.

These grants provide financial support for up to 50% of the project cash costs up to a maximum of \$15,000.

LIVING LOCAL GRANTS

Living Local Grants are meant to support a partnership between a community league, artist and heritage practitioner to increase the knowledge, interpretation and presentation in specific neighborhoods.

These grants provide financial support to foster and build connections among resident artists and heritage practitioners and the communities in which they live.

This grant provides two granting tiers:

- **Tier 1:** A maximum of two-thirds of total project costs to a maximum of \$20,000.
- **Tier 2:** A maximum of two-thirds of total project costs to a maximum of \$30,000.

RESEARCH TRAVEL GRANTS

To provide limited travel and research assistance to individuals and organizations to conduct Edmonton-specific research that will lead to the telling of untold Edmonton stories related to its heritage. These grants cover any travel outside the corporate limits of the City of Edmonton, with the originating destination being Edmonton. This grant is meant to cover research that cannot be done by any other means.

These grants provide financial support for up to a maximum of \$4,000.

EDUCATIONAL TRAVEL GRANTS

To provide limited travel assistance to individuals to gain skills and education at workshops, conferences or a formal educational program that will benefit them personally and by extension, the broader heritage sector and Edmonton. These grants cover any travel outside the corporate limits of the City of Edmonton.

These grants provide financial support for up to a maximum of \$4,000.

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The Edmonton Heritage Council (EHC) administers the Heritage Community Investment Program that provides funds to qualifying organizations through the ongoing financial support of the City of Edmonton.

GRANTS PROGRAM GOALS

To encourage heritage institutions to:

- Tell more of the Edmonton story, especially from voices less heard
- Increase stability in Edmonton's heritage sector
- Develop professional skills
- Move heritage workers towards excellence through the application of standards
- Encourage innovation in heritage projects
- Foster a stronger commitment to preservation of the tangible and intangible
- Bring together creative minds in arts and heritage

HERITAGE IS THE
LEGACY OF OUR
PAST, INFORMS
OUR PRESENT, AND
SHAPES OUR FUTURE.



PRINCIPLES

PROMOTION AND USE OF STANDARDS

Standards of practice for museums and archives are encouraged through the Alberta Museums Association and the Archives Society of Alberta. To align with these standards and encourage best practices, EHC requires museums and archives to provide proof of enrollment within the AMA's Recognized Museum Program and to be an Institutional Member of ASA.

SUSTAINABILITY

There are many ways that a heritage organization can demonstrate that it is a viable and sustainable organization. These include having a multi-year organizational strategic plan, have sound and regular financial reporting and planning documents, actively engage with ones community and demonstrate that it's a learning organization, committed to meeting the spirit of what a community organization is.

COMMUNITY SUPPORT AND PARTNERSHIPS

Museums, archives, historic societies and community groups doing heritage programming are an important part of the civic life of Edmonton and to Edmontonians. The Grants Program encourages demonstrated community support through partnerships and financial contributions.

ELIGIBILITY

Grants are available to organizations and individuals that are Edmonton-based or focus on related/relevant Edmonton stories. Specific eligibility criteria and guidelines are listed under each grant program on EHC's website, www.edmontonheritage.ca.

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PROGRAM OVERVIEW

APPLICATION PROCESS

Applicants must answer all application questions and respect the maximum number of pages allocated for each Grant Program. If assigned limits are surpassed or other types of information are inserted into specifically allotted slots, the extra pages or ineligible submission pieces will be removed from the application.

Applicants are responsible for ensuring they meet all Grants Program requirements before submitting their applications. To assist applicants, EHC provides advisory services and an application checklist within the different Grant Criteria and Guidelines. Applicants that do not include all required sections will not be forwarded to the jury for consideration.

THE JURY PROCESS

Depending on the type of grant, applications are assessed through an arms-length, peer-adjudicated system of either a peer review panel or a peer review jury. The specific review process is outlined under the criteria and guidelines of each grant stream.

In all cases, adjudication is based on a ranking system. The grading criteria are part of each grant stream's criteria and guidelines. The jury will grade each application on these criteria, as demonstrated by the application submitted.

Staff and Board of EHC facilitate the review processes but are not involved in decision-making.

AUDIT

Successful applicants agree to participate in random audits for financial accounting purposes for EHC.

ASSISTANCE AND ADVICE

The Edmonton Heritage Council offers complimentary advice to help applicants better understand all grant streams under our Heritage Community Investment Program. Our Program and Operations Manager will be happy to speak with you about your grant application. They can provide clarification, explanations and an impartial perspective. We encourage you to contact them at least two weeks in advance of a grant deadline.

PROGRAM CONTACT

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