

Application Checklist

- Completed Application Form
- Completed and Balanced HCIP Budget Form
- Narrative Description, maximum two pages
- CV or resume, maximum three pages
- Quotes to support listed expenses
- Conference or course description(s)

Application Form

Name of Applicant: _____

Mailing Address: _____

City: _____ Postal Code: _____

Telephone: _____ Email: _____

Course/Conference Title(s): _____

Career Development Opportunity

Start Date (dd/mm/yyyy): _____ End Date (dd/mm/yyyy): _____

Total Grant Request (max. \$4,000): \$ _____

Describe the purpose and intended outcome of your career development opportunity (*maximum 100 words*).
Please note that this summary may be used in external communications from Edmonton Heritage Council about your career development opportunity.

Please select the Action from *Connections & Exchanges* that your career development opportunity most directly addresses (*please select only one response*):

- Learning opportunity explores ideas around emerging local and global practice
- Learning opportunity builds sector capacity and awareness in order to remove barriers
- Learning opportunity connects individuals, groups, and organizations with the people, skills, networks, and resources they need to do high-quality, creative, and innovative heritage work.

This career development opportunity aligns with the following subject(s)/theme(s) (*please select all that apply*):

- Indigenous Cultural Heritage
- Pre-WWII Heritage
- Post-WWII/Pre-1970 Heritage
- Post-1970/New Canadian Heritage
- Organization/Community League/ Sector Heritage
- Built Heritage
- Other (please explain) _____

The Edmonton Heritage Council is always looking for ways to improve how we administer grant funds. Your responses to the questions below will assist in the design and delivery of our grant program. You are not obligated to answer any of the questions below, but we appreciate any information that you can provide to help us better understand how our grants serve the community.

Any information shared outside of EHC for the purposes or advocacy or awareness will only appear in aggregate statistical form.

1. Is this your first application to the Heritage Community Investment Program?

- Yes
- No

2. How did you learn about HCIP Grant opportunities?

- Internet research
- Social media
- Traditional media (TV/radio, news, print articles)
- EHC staff
- Personal networks (family, friends, colleagues)
- Other (please describe) _____

3. What is your preferred pronoun? _____

4. What is your cultural, national, or ethnic background? The EHC is committed to supporting the full range of Edmonton's diversity through our grant program. Please select all responses that reflect your identity.

- I primarily identify as Canadian without qualification
- I identify as First Nations, Métis, or Inuit (specify as appropriate):

- I identify as a newcomer to Canada (specify as appropriate):

- I identify as a member of a Visible Minority Group (specify as appropriate):

- I identify as a member of an Official Language Minority Community (specify as appropriate):

- None of these choices apply to me. I identify as: _____

Declaration of Applicant

I, _____, recognize that as an Applicant, I am responsible for ensuring that I understand and comply with all Grants Program requirements before submitting my application. To assist with my application, I have read and understood EHC's program documentation on their website and am aware that they offer advisory services prior to the deadline. If I do not include all required sections, I understand that my application will not be forwarded to the jury for consideration.

In making this application, I hereby declare that, to the best of my belief, the information provided is truthful and accurate; the application is made by a person that has the power to enter into contracts; and the applicant meets all of the criteria of fundamental eligibility to apply for a Career Development Grant through the Edmonton Heritage Council.

Dated at: _____, Alberta this _____ Day of _____, 2023.
(city) (date) (month)

Signature: _____

The information on this application is being collected under the authority of Section 33(C) of the FoIP Act and will be used by the Edmonton Heritage Council to determine eligibility for the Heritage Community Investment Program and for purposes of administering the same.

The aggregate data may be used for program planning and evaluation. All information collected by the Edmonton Heritage Council is protected by the provisions of the FoIP Act. You may direct questions about the collection, use or disclosure of your personal information by this program of the Edmonton Heritage Council at 780-429-0166.

The Freedom of Information and Protection of Privacy Act (FoIP) regulates the collection and disclosure of personal information by municipalities and municipal boards and agencies. Organizational information may not be protected from disclosure in the interest of subjecting local government activity to public scrutiny. Aggregate information about programs funding through the Edmonton Heritage Council may be compiled and reported. Your organization will be contacted if any third-party requests specific organizational information contained in your application.