

2023 Planning and Research Grant Worksheet

Research & Planning grants provide funding up to \$5,000 to individuals and organizations to complete preliminary research or planning towards a larger heritage project in Edmonton.

Please note that the final submission of this application must be completed through our online portal. This worksheet is a tool to help you prepare your answers for digital submission. Please review the Planning and Research Grant guidelines for more information about eligible expenses, granting timelines, and evaluation criteria prior to submission.

Application Requirements

Please have the following attachments prepared to submit through the grant portal.

Required:

- Completed Signature Page (please download from EHC website)
- Completed HCIP Budget Form (please download from EHC website)
- Vendor-supplied quotes to support project expenses over \$500
- Resumes for project lead and project partners
- Implementation plan with timelines, key milestones, and anticipated outcomes

Optional:

- Budget notes that provide further detail on project revenues and expenses
- Letters of support from project partners and/or funders
- Examples of past work

Project Title:

Grant Request Amount (maximum \$5,000):

Applicant Name:

Primary Contact (if not applicant):

Mailing Address:

City:

Postal Code:

Telephone Number:

Email Address:

Website (if applicable):

Project Start Date (YYYY-MM-DD):

Project End Date (YYYY-MM-DD):

Please describe your project:

Briefly outline the larger heritage project that your preliminary research and planning work is intended to support (required):

Please list all partners and contributors involved with the project, including descriptions of their skills, knowledge, and expertise:

Please provide details of your relationships and plans to work with any cultural or identity groups that are central to the themes of your work.

Please explain how your project will benefit or affect Indigenous communities in amiskwacîwâskahikan (Edmonton):

Please describe how you will ensure an ethical approach to your work with the communities involved in your project:

The Edmonton Heritage Council takes a considered approach to projects that intersect with Indigenous communities to ensure that applicants are engaging meaningfully. You may receive additional questions about your application if your project focuses on Indigenous cultural heritage.

Please tell us why you are the best person or organization to take on this project at this time:

Connections and Exchanges: A 10-Year Plan to Transform Arts and Heritage in Edmonton is Edmonton's 10-year plan for the growth and development of Edmonton's arts and heritage sectors. We want to understand how your work contributes to some of our sector's goals, as outlined in this document. Please select the Action below which is most closely aligned with your work. *Please note: no project is expected to align with all the identified Actions. Identifying how you view your work as connected to these statements is an important way for the jury to understand the value of your work to Edmontonians.*

Aim: Edmontonians feel a sense of belonging and connectedness to people, places, and stories.

Action: Create and support opportunities for cultural connection and documentation that increases understanding between people, communities, and places.

Action: Contribute actively to placemaking that includes cultural landscapes natural history, built history, object, language, and story

Aim: Conditions are in place to remove barriers for all Edmontonians to participate in cultural experiences.

Action: Expand and target learning opportunities to build sector capacity and awareness in order to remove barriers

Aim: Diverse platforms for collaboration exist within Edmonton that allow artistic and heritage communities to connect, create, and collaborate.

Action: Connect individuals, groups, and organizations with the people, skills, networks, and resources they need to do high-quality, creative, and innovative heritage work.

Please select the time period(s) explored in your project (select as many as relevant):

- pre-1600s
- 1600s – 1800s
- 1800s – 1900s
- 1900s – 1950s
- 1950s – 1990s
- 1990s – Present Day

Please select the subject matter area(s) explored by your project (select as many as relevant):

- Indigenous Cultural Heritage
- Black Cultural Heritage
- Diverse Communities
- Sports
- Science & Medicine

- Arts & Culture
- Business & Economics
- Nature & Geography
- Built Heritage
- Politics & Law
- Other (please specify): _____

Please identify communities that will be directly served by your project (select as many as apply):

- Indigenous Peoples (First Nations, Métis, or Inuit)
- Visible Minority Groups
- Francophone Communities
- Newcomers to Canada
- 2SLGBTQ+
- Women
- Children/Youth
- Other (please specify): _____

Which heritage activities and outcomes are most relevant to this application? Please provide a maximum of five keywords or phrases to describe your project. Examples may include (but are not limited to) archival research, oral history, exhibition, community event, new program development, book, documentary, podcast, website, etc.

Optional Demographic Information

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 of advocacy or awareness will only appear in aggregate statistical form.

Is this your first application to the Heritage Community Investment Program (HCIP)?

- Yes
- No

How did you learn about HCIP grant opportunities?

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

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 identify as First Nations, Metis, or Inuit
- I identify as a newcomer to Canada
- I identify as a member of a Visible Minority Group
- I identify as a member of a Francophone Community
- I identify as having European Ancestry
- I identify as part of the 2SLGBTQ+ Community
- None of these choices apply to me

If you identify with any additional community groups please share here:

If you are comfortable sharing your gender identity you may do so here:

Are you applying as an organization or individual?

- Individual Organization

If applying as an organization, my organization has a specific mandate to serve or share the heritage of (please select all that apply):

- Indigenous Peoples (First Nations, Métis, or Inuit)
- Visible Minority Groups _____
- Francophone Communities
- Newcomers to Canada
- 2SLGBTQ+
- Women
- Children/Youth
- Other (please specify):

Additional information to support your application may be requested by EHC staff before the jury evaluation.

You will be asked to agree to the following when completing your online application:

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, we the undersigned applicant hereby declare that, to the best of our 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 or applicant organization meets all of the criteria of fundamental eligibility to apply for a Community Impact Project Grant through the Edmonton Heritage Council.

FOIP Statement

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.