



## Neighbourhood Small Grants Application

The Neighbourhood Small Grants program supports residents like you: residents who have small but powerful ideas to bring people together to make their neighbourhood vibrant. Our grants range from \$50 to \$500. A grant is money we give you to help you do your project. You must apply for the grant, but you do not need to pay the money back.

The goals of the Neighbourhood Small Grants program are to:

- Connect and engage neighbours (e.g. a block party, snow angel party or a social gathering)
- Share residents' skills and knowledge (e.g. yoga instructor teaching a free class)
- Build a sense of ownership and pride in community (e.g. cleaning up an alleyway)
- Respect and celebrate diversity (e.g. multicultural community kitchen)

### A. Applicant Information:

#### Main Applicant

Legal First/Last Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

#### Co-Applicant

Legal First/Last Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

### B. Project Information:

Have you applied to the Neighbourhood Small Grants (NSG) program before?

Yes

No

If yes, how many years have you received funding?

1 year

2 years

3 years or more

Are you applying for a project funded in previous years?

Yes

No

If your project was funded in the past, please describe the new elements you are adding this year.

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What is the name of your project? Please use an easy title that you can remember.

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What type of project are you applying for? Select all that apply. If you choose "other" please describe.

Block party  
Neighbourhood clean-up  
Community conversations  
Health and well-being  
Neighbourhood safety  
Intergenerational connections  
Sport and recreation  
Arts  
Cultural activities

Food security (gardening, canning or cooking)  
Environment focused  
Sharing of knowledge/resources (clothing swaps)  
Public space animation (murals)  
Community history appreciation  
Snow angel party  
Other

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Please describe your project with as much detail as possible. In this section, tell us about your idea and vision. How will this project benefit the neighbourhood? Why is this project important or needed?

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How will your project connect neighbours and involve the people who live in your community?

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When will your project and/or event take place? Include the month, day and year.

From Date:  
dd/mm/year

To Date:  
dd/mm/year

Where will your project and/or event take place?

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Approximately how many people will get involved or directly benefit from your project?

5 people or fewer  
6-10 people  
11-20 people

21-50 people  
51-100 people  
More than 100 people

How will you promote the project and reach out to and/or include people in the community? Give as many details as possible.

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### C. Project Budget:

Please provide an itemized list of your project expenses. **Use the Additional Budget Items Section if you wish to add expenses items to the budget.** Expenses may include items such as space rental, food, permit fee, liability insurance, materials and honorarium. An honorarium is a small fee paid to someone to thank them for their services. An example may be a carpenter or face painter. Total honorarium(s) may not be more than **\$100 per project**.

Description of Expense	Amount \$

Total expenses of your project: \_\_\_\_\_

How much are you asking from the Neighbourhood Small Grants Program? (Note – Requested grant amount up to \$500).

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A limited number of Neighbourhood Small Grants are available. Grants are available for alcohol free events.

I confirm that my event will be alcohol free.

**Insurance Information:**

For any neighbourhood projects that use public spaces, parks or streets, applicants are required to adhere to all city bylaws as well as show proof of adequate third party liability insurance coverage, and submit a copy to Parks, Recreation & Culture at least 7 days before the event start date.

- Additionally named insured include: The City of Maple Ridge

**Indemnification:**

On behalf of the above-named event organization, I hereby agree to indemnify and save harmless the City of Maple Ridge from and against claims or demands arising from the event described in this application and I agree to obtain liability insurance that is satisfactory to the regulating agent.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Print Applicant's Name

\_\_\_\_\_  
Today's Date