



## Celebration and Activity Grant Guidelines

These guidelines are effective December 24, 2022 – previous versions no longer apply.

If you require support or have any questions after reviewing these guidelines, you can obtain more program information from the City of Chilliwack's Recreation and Culture Department.

Note: We are always working towards providing more accessibility within our offerings. If you have any access needs or questions please contact us and we are happy to provide additional support.

Please contact for any of the above:

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Community Coordinator  
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## City of Chilliwack Neighbourhood Grant Program

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Great communities are built on the foundation of strong neighbourhoods. Since residents often know just what is needed to enhance the quality of life in their community, the Neighbourhood Grant Program has been developed to support residents and organizations that have small but powerful ideas that will bring people together and enhance connectedness and belonging.

Through matching grants, the Chilliwack Neighbourhood Grant Program supports locally driven projects that are planned, implemented and managed by and for the community. These grants can support the planning, organizing and implementation of neighbourhood and community projects. As this is a matching grant program, successful applicants must match their approved funding amount with contributions of volunteer labour and services, donated materials and/or resources. For example, if an applicant is approved for a \$200 grant, they need to show or contribute an equal amount through volunteer labour, supplies or funds. Funding levels will not exceed the contributions and donations secured by the applicant.

Residents can apply for amounts from \$100 to \$4,000, depending on the type of grant program stream selected. The different streams a person or organization may apply for under the Neighbourhood Grant Program are as follows:

- The Celebration and Activity Grant: \$100 - \$1,000
- The Grass Roots Grant: \$100 - \$4,000
- Youth Engagement Projects (YEP) Grant - \$100 - \$1,000

Our grant streams are to encourage residents and local community groups to engage in projects that bring people together and make the community a vibrant, inclusive and accessible place.

### The Celebration and Activity Grant

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The Celebration and Activity Grant Program is an initiative to encourage residents and community groups of Chilliwack to engage in neighbourhood or community projects that promote positive social benefits, awareness, inclusion and connectedness.

The program supports residents and organizations who have small, but powerful ideas that will bring people together to make their neighbourhood or community a vibrant and liveable place to be. Projects should engage, educate and celebrate community members. For example, a community festival or block party would be eligible for consideration of funding. ([Click here](#) for more examples.)

## What is my Neighbourhood/Community?

‘Neighbourhood/community’ refers to the area around your home **or** any area your group of people have a strong connection to. Please contact the Recreation and Culture Department at 604.793.2904 if you have any questions about this.

## Funding Criteria and Eligibility

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### Who is eligible?

All Chilliwack residents, students, community groups, and organizations or associations can apply. Informal groups, businesses and organizations are also eligible to apply and do not have to be a registered association. Non-Chilliwack based organizations may apply, provided the event is being held in Chilliwack and benefits the community. Religious organizations, government agencies, political or partisan groups, universities, or non-Chilliwack based organizations would not be eligible.

### What you need to know before you apply:

- Preference will be given to new projects.
- The event/activity must be free, accessible and welcoming.
- Applicants may only begin the event and activity after the grant is awarded (funding will not be provided retroactively).
- Applicants are responsible for keeping expense receipts to account for the event and activity costs.
- Funding may be used to provide “honorariums” to those helping serve the event and activity, such as workshops, entertainment, etc. Honorariums may not exceed more than 25% of the project costs.
- Final reports (photos, commentary, etc.) must be submitted no more than eight weeks after the completion of the event. Grant cheque will be issued once event expense receipts have been received.

### All applications should:

- Describe the event or activity and how it will impact the community and/or neighbourhood quality of life.
- Include a plan to foster broad community participation.
- Enhance one or more drivers of neighbourhood/community attachment: inclusion, education, aesthetics, leadership, safety, offerings or relationships.
- Provide a project budget which includes details such as how grant funds will be matched with cash or in-kind volunteer hours and/or materials and equipment. ([Click here](#) for an example template.)

### Grants shouldn't be used for:

- Duplication of an existing public or private program.
- Support of ongoing programs or services.
- Payment of applicant's operating expenses that are not directly related to the project for which the funding is being provided.
- Purchase land or buildings.
- Payment of travel expenses.
- Funding of expenditures or financial commitments made before the organization's grant application.
- Funding the purchase of any alcohol or tobacco related products.
- The purpose of private or commercial gain.
- Any applicant who failed to successfully carry out an event or activity for which a grant was previously awarded.

## Need more information?

Contact the City's Recreation and Culture Department at 604.793.2904.

Grant applications are available online at [chilliwack.com/neighbourhoodgrants](http://chilliwack.com/neighbourhoodgrants).