



## Capstone Activation Fund Application

Date of application:

Name of organization:

Name of project/event applying for funding:

Project location:

Proposed project date (please share 2 options):

Project start time:

Project end time:

Contact person for project (only one person please):

Phone:

Email:

Mailing address:

**Description of the project:** Please give a general overview of the project you wish to have funded including how it aligns with the Capstone Activation Fund Outcomes (use a separate page if required).

The key outcomes for reference are:

***Let's get together and go to the river:***

Capstone connects the river to Red Deer, and we're working to make it a city gathering place for everyone.

***Let's be active and feel good:***

From our riverfront location, well-being is at the heart of the community and we're working to create opportunities to make active living part of the everyday.

***Let's innovate and live in new ways:***

Capstone helps future-proof Red Deer because it embraces what's coming with a bold vision for a community of ideas designed to make us comfortable now and tomorrow. We're working to build life in Capstone that attracts the next generation of Capstone residents, business owners and doers.

***Let's think culture and keep learning:***

Capstone considers culture a part of everyday life. We celebrate the richness it brings to the city, and the opportunities it provides to learn something new.

**Funding amount requested:**    \$ \_\_\_\_\_

Note: The Capstone Project Team will determine the amount of financial support to be provided, and this amount will not normally exceed \$5000.00.

**What elements of your project do you plan to pay for with the Capstone Activation Fund?** (e.g. live music, insurance, advertising, portable washrooms on site, etc.)

**Is your project receiving additional grant funding or other support from The City of Red Deer?**

**Is there an admission fee or any other cost for the public to attend your project?**

**How many spectators, attendees, or participants do you anticipate will be involved with your project?**

**Do you have a contingency plan in the event of inclement/poor weather? OR would the event need to be canceled or postponed?**

**How will you measure success of your project?** (e.g. number of attendees, participant feedback, media coverage, etc.)

**To what extent does your project encourage involvement from local Capstone businesses?**

Note: A Special Event Permit (SEP) is required to host events on City property, including Canada 150 Square. Event dates are confirmed **only after SEP approval**. To secure your preferred event date, you must submit both your SEP application and your Capstone Activation Fund application at the same time. The SEP application can be submitted at [www.reddeer.ca/city-services/permits-and-inspections/special-event-permits/](http://www.reddeer.ca/city-services/permits-and-inspections/special-event-permits/) Additional fees may apply, including permit fees, insurance, and road closure fees (if applicable). These costs are eligible for coverage under the Capstone Activation Fund.

Signature:

Date:

Print name:

Title:

# CAPSTONE ACTIVATION FUND Budget Form

**Organization Name:** \_\_\_\_\_

**Project Name:** \_\_\_\_\_

**Application Date:** \_\_\_\_\_

Please provide a high-level overview of your projected event revenues and costs to help us understand how the activation fund dollars will fit into your overall budget.

Project Revenue	Ex: Sponsorship, fundraising, ticket sales, food sales, etc.	Budget
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
<b>Total Revenues</b>		<b>\$</b>

Project Expenses	Ex: Rentals (stage, portable toilets) insurance, permit fees etc.	Budget
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
<b>Total Expenses</b>		<b>\$</b>

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