



Take Action Grant (TAG) Application 2009 GRANTS FOR COMMUNITY PROJECTS

Calgary Dollars (C\$) has been issuing grants since it began circulating complementary currency in 1996. Take Action Grants (TAGs) are designated for social and environmental projects in Calgary.

Take Action Grants build the C\$ community by demonstrating the role of complementary currency, expanding the amount of C\$ in circulation, educating Calgarians about social and environmental issues in our city, providing much-needed funds to community initiatives, and using a community-based decision-making process to collectively determine which projects C\$ will support. See the C\$ website for a list of past grant recipients.

Partners

Since 2006, funding from The Calgary Foundation's Neighbour Grants Program has allowed Take Action Grants to offer matching Federal dollars. The Neighbour Grants Program supports residents to transform their ideas into actions that benefit their neighbourhoods, encourage the involvement of other residents, and build cooperation among groups. (See www.thecalgaryfoundation.org)

Local businesses also support TAG. The following local businesses have contributed some of the C\$ they earn back into the TAG program: Sunnyside Market, Blue Mountain Bio-Dynamic Farms, FFWD, Broken City, Raven Cartridge, Tech House, Décor Fabrics Corner and Rock Water Connections.

Granting Process

Application: Complete and email in the attached application form.

1. **Review:** C\$ staff will review the application and work with applicants to ensure all information is provided. The TAG Community Advisory Committee will then review the application and recommend whether or not it should be brought in front of the C\$ membership for a decision. Review criteria stress the applicant's interest in collaboration, demonstrated ability to use C\$ and likely impact of the project
2. **Decision:** The applicant will present their application to the C\$ membership at a monthly C\$ Market/Potluck. C\$ members attending the event will make the final granting decision through a vote.
3. **Project:** The grant recipient will run their project.
4. **Report:** The grant recipient will submit a short final report about their project within two months of project completion. Recipients are encouraged to use creative formats to share their story (photo essay, powerpoint, web video, etc.). A simple chart showing the overall budget and detailing how C\$ and Federal dollars were spent is required.

Please provide the following information:

1. Name of community group and project
2. Contact person
3. Secondary Contact Person
4. If awarded, who should the cheque be written to(person or group)?
5. Short biography of contact person (25 words)
6. Address, including postal code
7. Phone numbers
8. Email
9. Mission statement of community group
10. A description of the group's work in the community
11. A description of your Take Action idea/project/event. What will you do? What do you hope to accomplish?
12. A description of your target market
13. Are you or your group currently a C\$ participant?
 - a. If so, how have you been earning and/or spending C\$?
14. How would you use the C\$ portion of the TAG? Please list:
 - a. Goods and services you would purchase
 - b. The vendor(s) from whom you would purchase
 - c. The percentage of C\$ these vendors would accept
15. Who else is supporting this project? What are they contributing?
16. How will your project help build the local social justice community?
17. By what date will you have completed the project?
18. By what date will you have spent all C\$ and Federal Dollars?
19. Please use attached form to provide a detailed budget.

Send completed application to:

Calgary Dollars C/O Arusha Centre, The Old Y Building,
#106, 223 – 12 Ave SW, Calgary, AB T2R 0G9

Phone: 270-8002 Fax: 270-8832 Email: info@calgarydollars.ca Web page: www.calgarydollars.ca

For Office Use Only

C\$ Staff Contact:

Date received:

Date Presented to Potluck:

Potluck Decision:

Amount of C\$ Received:

Amount of Federal Dollars Received:

Date grant awarded:

Obligations of Grant Recipients

1. Grant recipients must include these three logos on their printed and electronic promotional material: Calgary Dollars, Arusha and The Calgary Foundation.
2. Grant recipients must submit a final report within 2 months of the completion of their project. Recipients are encouraged to use creative formats to share their story (photo essay, powerpoint, web video, etc.). A simple chart detailing how C\$ and Federal dollars were spent is required.
3. Grant recipients may be asked to participate in future collaborations and/or participate in follow-up meetings with all TAG recipients.

Calgary Dollars Signature

Recipient Signature

Was the grant spent by the scheduled date?

Date:

Revenue	Comments	Canadian Dollars	Calgary Dollars
TAG Application Calgary Dollars-			
TAG Application Canadian Dollars-			
Cash Sales			
Other sources (Please describe)			
Total Cash In			
Expenses	Description	Canadian Dollars	Calgary Dollars
Inventory			
Supplies			
Promotions			
Rental fee			
Wages/Honorarium			
Professional services			
Permits			
Insurance			
Postal/courier			
Packaging shipping			
Administrative cost			
Food			
Design			
Marketing			
Advertising			
Postering			
Childcare subsidy			
Travel subsidy			
Other			
Total Expenses			