

## Stepping Stones Guidelines

*Applications due by 11:59 PM of the 1<sup>st</sup> of every month.*

**Contact us to talk about the project that you have in mind!**

Julie Black, Citizen Engagement Associate

Phone: 403-802-7720

Email: [NGP@CalgaryFoundation.org](mailto:NGP@CalgaryFoundation.org)

Website [calgaryfoundation.org](http://calgaryfoundation.org)

### What is Stepping Stones?

In partnership with First Calgary Financial, Stepping Stones encourage active citizenship by helping residents undertake small creative projects (ranging from \$100 to \$600) that benefit their local community.

Stepping Stones supports projects that:

- Encourage Calgarians to become more involved in their local neighbourhoods and communities
- Build on participants' interests, concerns and talents
- Welcome and involve a diversity of people and groups
- Take people's ideas into action
- Demonstrate and develop local leadership
- Create new opportunities

### Who can apply?

Individual organizers, neighbourhood groups and charitable organizations.

### What can Stepping Stones cover?

Stepping Stones helps with expenses that support community involvement. Items such as room rental, refreshments, arts supplies, sound equipment rental, for example, could qualify.

### Stepping Stones cannot cover:

- Projects that have occurred *before* the granting decision is made
- Salary, equipment that could be borrowed, or items that could be donated by other sources.
- Block parties or other purely social events or fundraisers unless they have a clear plan to create further opportunities for the neighbourhood or community.

- Projects that are receiving grants from the Calgary Foundation's partner grassroots granting programs (*Calgary Dollars' Take Action Grants* and *Northern Lights Small Grants Initiative*).
- Projects in any neighbourhood with their own dedicated granting programs – such as Bowness' Ripples grant – we ask that you tap into those dedicated resources first, or as well, depending upon project size.

### How do you apply?

Contact Julie to discuss your initiative, eligibility, and upcoming deadlines before working on [an application](#). Then submit a Stepping Stones application by:

- Mail or in person – 1180 105 12 Avenue SE, Calgary AB T2G 1A1
- Or email – [NGP@CalgaryFoundation.org](mailto:NGP@CalgaryFoundation.org)

### Application Process

- Applicants will be contacted within three weeks with follow-up questions and then the results.
- Please allow at least *six weeks* between the application due date and your project event/activity to allow for the grant decision and subsequent paperwork.

### Who evaluates Stepping Stones grants?

A Calgary Foundation committee evaluates Stepping Stones requests.

