**Stepping Stones Application Form**

Stepping Stones encourages active citizenship by helping grassroots community groups undertake small creative projects that build a sense of inclusive belonging in local neighbourhoods or communities. Stepping Stones can contribute up to $1,000 for project expenses.

# Name of your project:

1. **Neighbourhood or community where your project will take place:**

***NOTE:*** *The project* ***MUST*** *be led by people and take place in the Calgary Foundation’s region (*Calgary, Banff National Park, Canmore, Rocky View County, the Municipal Districts of Big Horn, Foothills, Kananaskis and Wheatland (including towns and hamlets), and the surrounding First Nations of Treaty 7 territory.*)*

1. **When your project will take place:**
2. **Tell us about your community group and its connection to this neighbourhood or communities:**
3. **Tell us the main activities of your project:**

# Tell us about the community benefit of your project:

#  *Stepping Stones supports projects that help people feel they belong in their neighbourhoods or communities. We look for factors like new leaders from that neighbourhood or community stepping forward, the likelihood of new friendships being made within the project, and a project design that welcomes in a diversity of people from that neighbourhood or community.*

1. **How did you hear about Stepping Stones?**
2. **Full cost your project:**

|  |  |  |
| --- | --- | --- |
| **Item(s)** | **Cost** | **How much would you like Stepping Stones to contribute to this item?** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| **TOTALS** |  |  |

* **REMEMBER: Stepping Stones provides no more than $1,000**
* **Stepping Stones doesn’t mind being the only funder of a project but likes to see that other people and groups are helping somehow. We can talk about this in our follow-up phone call. And we will want to talk about your plans to raise the rest of the funds if your project requires more than the $1,000 Stepping Stones maximum.**

**Your name:**

**The name of your group/organization:**

**Ground mailing address of your group/organization:**

**Telephone number:**

**Email address:**

Please submit by email to ngp@calgaryfoundation.org

Questions? Contact us at 403-802-7720 or ngp@calgaryfoundation.org

* Someone from Calgary Foundation will contact you after receiving your application to find out more. We will do our best to let you know within four weeks of receiving your application if we will support your project. (Please check our website for any Stepping Stones timeline changes.)
* Please know it may take at least three weeks for non-profits and charities to receive actual payment once a request has been approved. For informal groups, the process will take longer.
* At least one person leading the project must be 18 years of age or older.

Please note: Approved projects will be listed on our website and in our other public records