



To: Dunbow Recreation District associations, clubs and residents,

The Dunbow Recreation Board (DRB) was established in 2009 to advise Foothills County Council in pursuing and implementing recreation programs, facilities, parks and public open spaces within the Dunbow Recreation District. Since 2009 the DRB in concert with the community have completed three significant projects – the Scott Seaman Sports Rink, the Heritage Lake sports fields, and the Davisburg sports fields. These projects were driven by community feedback gathered in a 2008 needs assessment survey. Residents of our area contributed an amazing volunteer commitment plus donated capital to help complete these large projects and our entire area benefits from the effort. In addition to these major projects other smaller community enhancement projects have been facilitated and supported through the DRB.

The mandate established in 2009 for the DRB has not changed. If your community group has an idea for a recreation related endeavor that will benefit our area we want to hear from you. No idea is too big or too small but each must have clear goals and must clearly promote and benefit recreation and healthy lifestyles for area residents.

The process begins by completing the application form and submitting it to the DRB.

## **2023 Application Deadline:**

**February 15, 2023**

**August 25, 2023**

Sincerely,

Dunbow Recreation Board of Directors

Dunbow Recreation Board  
c/o Foothills County  
Box 5605, High River, AB, T1V 1M7  
403-652-2341

[DunbowRecreationBoard@FoothillsCountyAB.ca](mailto:DunbowRecreationBoard@FoothillsCountyAB.ca)



# Dunbow Recreation Board Funding Application

## Contact Information

2023DRB \_\_\_\_\_

Group or Association Name	
Incorporation # if applicable	
Mailing Address	
Brief Description of Group or Association	
Contact Name	
Contact email address	
Contact Phone Number	
Position in Group or Association	
Extra Contact Information	

## Project Information

Project Name:	
Request for:	
<input type="checkbox"/> Recreation Program <input type="checkbox"/> Community Program	<input type="checkbox"/> Equipment _____ <input type="checkbox"/> Capital Project _____ <input type="checkbox"/> Other _____

**Total Funding Request: \$**

### Office Use:

- Application form complete
- Previous project reporting completed (if previous project funds granted)
- DRB Date:
- DRB Decision

Describe your project or idea for recreation (program, improve and enhance existing facilities, etc.)

Describe the recreational benefit that your project provides for your group or association and the benefit to the broader community.

### **Support Request Details**

Describe financial and/or other resource (eg. staff, volunteers, money, materials, equipment, technology, information) requirements for your project.

**Project Expenses**

Item and Description	Estimated Cost
<b>Total Expenses</b>	

**Revenue for Project**

Group Funds toward Project	
Other Revenue Sources	
<b>Total Revenue</b>	
<b>Funding Request = Total Expenses – Total Revenue</b>	
<b>Other Resources</b>	<b>Valuation of Resource</b>

Describe how your group or association will support the implementation of the recreation project.

**Documents to include with your application package:**

- Completed and Signed Application
- Group or Association Executive Member contact information (name, mailing address, email address, phone number)
- Previous Year Financial statement

**Declaration:**

I declare that all of the information in this application is accurate and complete and that the application is made on behalf of the organization named herein with its full knowledge and consents.

I acknowledge that should this application be approved, I will be required to enter into a funding agreement which will outline the terms and conditions including a project report.

\_\_\_\_\_  
Print name:

\_\_\_\_\_  
Authorized Signature:

\_\_\_\_\_  
Date:

Submit one signed copy of the application to:

Dunbow Recreation Board  
c/o Foothills County  
Box 5605, High River, AB, T1V 1M7  
[403-652-2341](tel:403-652-2341)  
[DunbowRecreationBoard@FoothillsCountyAB.ca](mailto:DunbowRecreationBoard@FoothillsCountyAB.ca)



# Dunbow Recreation Board Project Report

2023DRB\_\_\_\_\_

Please provide information about your project and return to the Dunbow Recreation board within 60 days of the completion of your funded project. If the project is not completed by December 31 of the application year an interim report is required.

## Contact Information

Group or Association Name	
Mailing Address	
Contact Name	
Contact email address	
Contact Phone Number	
Position in Group or Association	
Extra Contact Information	

## Project Information

Project Name:
Project Status: <input type="checkbox"/> Complete <input type="checkbox"/> In progress

Describe how your group or association implemented your recreation project?

Did your project provide the recreational opportunities for your group or association and the benefit to the broader community as you had anticipated? How? (photos, attendance results etc.)

Describe how the funds were used for your recreation project?

## Financial Summary

### Project Revenues

Item Description and provide documentation	Amount
Dunbow Recreation Board Funding	
Group Funds toward project	
Description of "work in kind"	
Description of donated materials	
<b>Total Revenue</b>	

### Project Expenses

Item Description and provide receipts	Amount
<b>Total Expenses</b>	
<b>Project Balance = Total Revenue - Total Expenses</b>	



**Documents to include with your reporting package:**

- Completed and Signed Project Report
- Group or Association Executive Member contact information (name, mailing address, email address, phone number)
- All supporting documents pertaining to the project (receipt of funds, invoices and proof of purchases/payments and )

**Declaration:**

I declare that all of the information in this project report is accurate and complete and that the project report is made on behalf of the organization named herein with its full knowledge and consents.

\_\_\_\_\_  
Print name:

\_\_\_\_\_  
Authorized Signature:

\_\_\_\_\_  
Date:

Submit one signed copy of the application to:

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c/o Foothills County  
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