

Heritage Community Investment Program
Research & Development Grant Application Form
(Preview)

NOTE: this form is for preview purposes only. All applications must be submitted online in the Grant Portal. Applications that are not submitted in the Grant Portal will not be accepted.

Applicant Information

I am applying as:

- Individual
- Collective
- Registered Non-Profit Organization

Full Name of Applicant/Primary Contact *(If you are awarded funding as an individual/collective, this is who the grant would be paid to.)*

Are you a Canadian citizen or permanent resident 18 years or older?

(WARNING: You must be a Canadian citizen or permanent resident 18 years or older to continue this application.)

- Yes
- No

Name of Registered Non-Profit

What is your organization's mission? *(Maximum 150 words)*

Applicant Mailing Address *(If you are awarded funding, this is where the grant payment would be sent. Please ensure this information is correct.)*

Applicant Phone Number

Applicant Email Address

Applicant Website *(if applicable)*

Project Information

Project Title

Grant Amount Requested (*Maximum: \$10,000*)

Project Start Date (*Note: eligible projects cannot begin until eight (8) weeks after the application deadline and must be complete within one (1) year of notification of funding. For a project to be eligible, the earliest start date would be May 4, 2026.*)

Project End Date

What form will your project or future completed project take? (*You can select a maximum of 2 options.*)

- Digital/Online Resource (e.g. app, website, database)
- Event (e.g. tours, festival, gathering, exhibition, speaker series)
- Media (e.g. podcast, photography, documentary, web series, audio)
- Performance (e.g. heritage-based dance forms or theatre)
- Print Publication (e.g. book, anthology, guide)
- Public Display (e.g. plaque, sign, public art)
- Research (e.g. archival research, interviews, oral history)
- Workshop (e.g. mentorship, skill sharing, knowledge sharing)
- Another form not listed (please specify)

Which of the following best describes the general subject matter of your project? (*You can select a maximum of 3 options.*)

- Community building
- Cultural teachings, languages, and/or practices
- Heritage sector development
- Identity
- Land/Nature
- Local history
- Placemaking
- Storytelling
- Another subject not listed (please specify)

Connections and Exchanges: A 10-Year Plan to Transform Arts and Heritage in Edmonton is Edmonton's 10-year plan for the growth and development of

Edmonton’s arts and heritage sectors. We want to understand how your work contributes to some of our sector’s goals, as outlined in this document. Please select the Actions below that are most closely aligned with your work. (You can select multiple options.)

- Project creates opportunities for cultural connection and documentation that increases understanding between people, communities, and places.
- Project contributes actively to placemaking that includes cultural landscape, natural history, built history, object, language, and story.
- Project expands and targets learning opportunities to build sector capacity and awareness in order to remove barriers.
- Project connects individuals, groups, and organizations with the people, skills, networks, and resources needed to do high-quality, creative, and innovative heritage work.

Describe your project. What is the purpose of your project? How does the project preserve, research, document, interpret, recognize, or raise awareness of the history and heritage of Edmonton? How will communities in Edmonton benefit from this project? (Maximum 250 words)

Describe your work plan for the project, including a detailed timeline, resources you plan to utilize, involvement of partners and collaborators, and intended outcomes. (Maximum 250 words)

Please tell us why you are invested in this project and why you are well positioned to complete the work required. This may include relevant lived experience, work experience, education, training, completed research, or any other indicators of your capacity to complete this project. How will this project support you in increasing your capacity to do heritage work? (Maximum 250 words)

Describe your future plans to complete this project. What form would the future completed project take (e.g. book, tours, app, speaker series)? How do you hope to share it with the community? (Maximum 250 words)

If your organization receives Operational funding from the Edmonton Heritage Council, please describe how this project is distinct from your organization's regular operations and programming. (Maximum 250 words)

If applicable, list the partners and contributors to your project. *(optional)*

Partners and contributors are third-parties who will provide resources to your project, such as time, space, or funding. Providing letters of support from partners and contributors is not required but can improve the chances of a jury recommending your project. We provide a [Letter of Support template](#) which can be shared with your partners and contributors and indicates what information is useful to include. Completed Letters of Support can be uploaded in the Additional Supporting Documents section.

Relationships and Community

Please provide details of your relationships and plans to work with any cultural or identity groups that are central to the themes of your work, and any measures to ensure ethical approaches to working with these groups. *(Maximum 250 words)*

The Edmonton Heritage Council would like to ensure that projects that intersect with Indigenous communities are engaging meaningfully and appropriately. Please explain how Indigenous communities in amiskwacîwâskahikan (Edmonton) may be affected by or benefit from this project. If this is not applicable to your project, please respond with "not applicable". *(Maximum 250 words)*

Attach Documents

NOTE: only PDFs are accepted.

Required Documents for All Applicants

- **Budget Form** *(You must submit a complete and balanced budget using the [Budget Form template](#) (see example). Incomplete budgets, unbalanced budgets, and budgets that do not use the template provided will not be accepted.)*
- **Implementation Plan** *Please use the [Implementation Plan template](#) to outline your project timeline (see example).*
- **Quotes** *(Please upload vendor-supplied quotes to support project expenses over \$500, if applicable.)*
- **Project Lead Resume / CV / Professional Profile** *(Please submit a professional profile, CV, or resume that showcases your relevant experiences related to this project and any heritage experience.)*

Required Documents for Non-Profit Organizations

- **Proof of Annual e-filing with the Province of Alberta Corporate Registry** *(Please upload your organization's Proof of Annual e-filing with the Province of Alberta Corporate Registry demonstrating that the organization is in good standing.)*
- **Most recent Annual Report or minutes from the most recent Annual General Meeting (AGM)**
- **Financial Statements from the organization's most recent completed fiscal year** *(Must be reviewed and signed by Board members, other than the Treasurer, as specified in the Society Bylaws.)*

Optional Supporting Documents *(If applicable, please attach any optional supporting documents.)*

- **Project Team Resume(s) / CV(s)** *(Please submit a professional profile, CV, or resume that showcases your team's relevant heritage experiences.)*
- **Letters of Support** *(Please submit letters of support from project partners and/or funders - [see template](#)).*
- **Examples of Past Work** *(Please submit any relevant examples of your past work or work related to this project.)*