

2024 City of Canby Community Enhancement Grants

The City of Canby has opened the 2024 Community Enhancement Grant Program. The intention of this program is to assist in funding non-profits, not-for-profit organizations, City boards/committees, neighborhood associations, and homeowners' associations. The grant can be spent on projects, programs, or events which improve and enrich Canby.

Any individual, entity, or non-profit organization seeking funding from the Community Enhancement Grant program must be located within Canby city limits and the funding must be put toward a project that supports the Canby community.

INSTRUCTIONS

- Completed application packets must be received **Friday, May 31st, 2024 at 4:00p.**
- A complete, descriptive, and thorough application is important – this includes:
 1. Filling out the application form.
 2. Signing and electronically submitting applications by the deadline date.
 3. Providing a W-9 (<https://www.irs.gov/pub/irs-pdf/fw9.pdf>)
 4. Supplemental information including a narrative and demonstration of the financial need for event, program, or project which best supports the request should be included. *Not to exceed 5 pages.*
- Applicant must be an authorized representative of a community organization, project, non-profit or not-for-profit, neighborhood association, or homeowners' association located within Canby city limits.
- Applications can be mailed to **City of Canby, Attn: Jamie Stickel, PO Box 930, Canby, OR 97013** or emailed to StickelJ@CanbyOregon.gov.

CONTACT INFORMATION

Contact Name:		Title:	
Phone:	Email:		
Street Address:			
City:	State:	Zip:	
Mailing Address (if different):			
City:	State:	Zip:	

- I have previously applied for a Community Enhancement Grant (if you have previously applied for a Community Enhancement Grant, you are still eligible to apply. This assists the City of Canby in prioritizing projects).

FOR NON-PROFITS and NOT-FOR-PROFITS

Organization Name:
Federal EIN:

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FUNDING REQUEST

Awards to eligible applicants will be made as a grant. **Check one** of the boxes below. I am applying on behalf of:

- Non-profit, Not for Profit Organization**
- City Board/Committee**
- Neighborhood Association and Homeowners' Association**

<i>Amount of Funding Requested:</i>
<i>Total Project Cost:</i>

CERTIFICATIONS AND REPRESENTATIONS

The information in this application, including all attachments and certifications, are to the best of the knowledge of the undersigned complete, current, and accurate.

The applicant certifies that:

- The applicant is an authorized representative of a community organization, project, charitable non-profit or not-for-profit, neighborhood association, or homeowners' association located within Canby city limits.
- The project, program, or event improves and enriches Canby.
- The applicant is compliant with all federal, state, and local laws.
- The applicant understands that these grant awards may be taxable.
- The applicant will only use these proceeds for expenses outlined in the grant application and approved as an eligible project - any and all changes to projects, programs, and/or events funded by the Community Enhancement Grant must be approved by Economic Development staff.
- The applicant has a current Canby Business License (applicable to non-profit organizations).

The City of Canby reserves the right to request additional documentation from the applicant to verify the accuracy and authenticity of the information provided. The City of Canby has to right to award or not award grants at its sole discretion. Any submission for a grant is not a guarantee of an award. The City of Canby reserves the right to cancel the grant program at any time.

GENERAL CERTIFICATION

I certify to the best of my knowledge that all information contained in this application, including all attachments and certifications, is valid and accurate. I further certify that to the best of my knowledge the application has been reviewed and approved by the authorized representative of the community organization, project, non-profit, not-for profit, neighborhood association, or homeowners' association.

<i>Signature:</i>	<i>Date:</i>
<i>Printed Name:</i>	

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Narrative (include overview of event, program, and/or project; estimated outcomes; and anticipated community impact):

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How will this project benefit Canby? Explain how the event, program, or project will enhance and support Canby's unique history, culture, education, diversity, arts, needed services, or community involvement:

Explain how the proposed work will promote community involvement (with diversity, equity, inclusion, and belonging at the forefront) to ensure all of Canby's unique and diverse residents benefit from the projects funded by the Canby Community Enhancement Grant:

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Demonstrate the financial need (include budget details, financial match, and/or in-kind match):