



Community Enhancement Program

**ALBERTA
PACIFIC**
FOREST INDUSTRIES INC



Alberta-Pacific Forest Industries Inc. understands the value of being a good neighbor and has a strong tradition of supporting communities near our mill site. We care about how we interact with our neighbors, surrounding communities and the environment.

Al-Pac invests in initiatives that focus on education, culture, environment, and health & wellness. These funding priorities reflect our commitment to be actively engaged in the development of sustainable communities where we live and operate.

In 2011, Alberta-Pacific introduced its 'Community Enhancement Program'. The program supports small-scale projects that include; but are not limited to: small scale non-profit facility upgrades, expansion and development projects within a 100 km radius of our mill site.



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Community Enhancement Program

What is the Community Enhancement Program?

The CEP provides funding to non-profit organizations and groups that require assistance with small-scale facility upgrades, expansion and development projects within a 100 km radius of our mill site.

Group and Project Eligibility

1. Non-profit organizations within a 100 km radius of the Al-Pac mill site
2. Small scale facility upgrades, expansion and development projects
3. Construction must be permitted by the appropriate municipal authority
4. The organization must be open to all community members
5. The project must enhance the overall quality of life for community residents

Group and Project Ineligibility

1. Programming, staffing and operational costs
2. Purchase of land
3. Private or for-profit enterprises
4. Religious, sacramental or exclusive (fraternal) organizations

Funding Formula

Qualified organizations can apply to the program for a maximum of \$25,000. Applications showing combined fundraising efforts will be given preference (public, private, and people sectors). Only one application will be considered from the same organization in a calendar year. Proposals will be prioritized according to funding goals and community need.

Deadline

Applications for the Community Enhancement Program will be accepted throughout the year with funds disbursed in May and October. The deadline for applications is the 15th of the month prior to the scheduled disbursement.



Community Enhancement Program

Conditions

Upon receipt of the grant, the grant recipient is required to contact the local print media for cheque presentation and program promotion.

Within one year, the grant recipient is required to

1. Utilize the funds as set out in the grant application
2. Submit a photo or summary on the status of the project
3. Submit a charitable tax receipt (if applicable)
4. Agree to reimburse Al-Pac in the event that the project is delayed or cancelled
5. At the facility location, display an acknowledgement to Alberta-Pacific Forest Industries for funding the project.

The acknowledgement must use the official Al-Pac logo (standards apply) and it must be professionally designed /constructed / printed.

The acknowledgement can be permanent; but must be displayed for a minimum of ten years.

How do organizations apply for funding?

Complete the following application form and submit it; along with any required supporting documentation, by the deadline noted on the previous page:

Alberta-Pacific Forest Industries Inc.
Community Enhancement Program
Attention: Public Affairs
PO Box 8000
Boyle, AB T0A 0M0

or scan and email to:
community.relations@alpac.ca
please indicate **CEP Grant Application**
in the email subject line



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Community Enhancement Program Application for

_____ (Organization name)

Organization location

The organization is located within the required 100 km radius of the AI-Pac mill site:

No Yes. Please tell us where it is located: _____

Organization contact information

Contact name: _____ Number: _____

Organization mailing address: _____

_____ Email address: _____

Charitable or non-profit status information

Charitable or non-profit number (if applicable): _____

We are able to provide Alberta-Pacific with a charitable tax receipt: No Yes

Organization information

Please tell us about the organization undertaking the project:

Is the organization open to all community members? No Yes

About the project

The project is best described as a (circle one): facility upgrade / expansion / other

If selected other, please describe: _____

Please tell us about the project (description, purpose):



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Community need

1. Who will benefit from this project? _____
2. How will this project enhance the quality of life for community residents? Please attach a separate sheet if necessary.

Municipal approvals

Is this project permitted by the appropriate authority (i.e.: municipality) or is it proposed?

This project is: Permitted I have attached a copy of the approved permit

This project is: Pending municipal approvals

Project start date:

Project completion date:

3-P involvement

Please tell us how the project will involve other sectors (financial, in-kind, etc.):

Public: _____

Private: _____

People (volunteers): _____



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3-P involvement - public

Public (list confirmed government grants or other public funding received or committed):

We have provided written copies of **PUBLIC** funding commitments: No Yes

3-P involvement - private

Private (list confirmed funding received or committed to by the private sector):

We have provided written copies of **PRIVATE** funding commitments: No Yes

3-P involvement – people (volunteers)

People (describe volunteer contributions, hours & in-kind donations):

1. Who has volunteered toward this project? _____
2. How many volunteer hours have been committed to this project? _____
3. List in-kind donations received: _____



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Budget

- A) Project costs: \$ _____ attach quotes and estimates
- B) Project income: \$ _____ includes confirmed funding from others
- C) Budget shortfall: \$ _____

Sustainability

Please tell us how the facility will be maintained and operated after the project is complete:

Letters of endorsement

We have received letters of endorsement by other community groups and organizations and have included copies of their endorsements: No Yes



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Conditions

Upon receipt of the grant, we agree to contact local print media for a cheque presentation and to further promote AI-Pac's CEP grant: Yes

Within one year, we agree to:

1. Utilize the funds as set out in our application: Yes
2. Submit a photo or summary on the status of the project: Yes
3. Submit a charitable tax receipt (if applicable): Yes
4. Agree to reimburse AI-Pac in the event that the project is delayed or cancelled: Yes
5. At the facility location, the organization agrees to display an acknowledgement to Alberta-Pacific Forest Industries Inc. for its part in funding the project: Yes
 - 5a) the acknowledgement must use the official AI-Pac logo (standards apply) and it must be professionally designed / constructed / printed
 - 5b) the acknowledgement can be permanent; but must be displayed for a minimum of ten years

Agreement to terms

We agree to the above terms and conditions as presented in the CEP application:

Applicant printed name

Applicant signature

Date of submission: _____

Alberta-Pacific would like to thank all applicants for their interest in the Community Enhancement Grant and will be notified as to the outcome of their application. Unsuccessful applications **may** be reviewed and reconsidered a second time for the next disbursement of funds (at the committee's discretion). If unsuccessful upon its second review, the application will be set aside and will no longer be considered.