

## Rural Assistance Program 2017

The Rural Assistance Program was created to support member food banks and to assist with various needs not addressed by other provincial and national funds. This program is made possible by a generous contribution by the **RBC Foundation**.

### Program Guidelines

To apply for this grant food banks must:

- Be a member of the FBA in good standing for a minimum of 12 months;
- Participate in the annual national HungerCount;
- Not received this grant in the last 24 months;
- Complied with reporting on any and all grants received from the FBA;

Priority will be given to food banks which:

- Have not received funds from the 2016 Fresh Food Fund;
- Serve a community with a population of **50,000** or less;
- Are located more than 100 km from Edmonton or Calgary.

### Funding:

The funds in this 2017 program are available in 3 grant levels:

- \$1,000
- \$2,500
- \$5,000

### Eligible Costs:

- Matching grants, food safety, equipment purchases, repairs, and/or maintenance, training, food purchases and infrastructure improvements.

### Ineligible Costs:

- Purchase of items which have already been covered under another subsidy program.

**Applications for the 2017 program may be submitted at any time.**

**Timelines:** Grant will cover costs to be incurred in 2017.

**Submit Applications:** Email: [contact@foodbanksalberta.ca](mailto:contact@foodbanksalberta.ca) OR Fax: 780-459-6347

Name of Food Bank: \_\_\_\_\_

Location (City): \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Website: (if available) \_\_\_\_\_

Telephone Number: \_\_\_\_\_

1) Please check off all items that are applicable to your food bank:

- We have been a member of FBA for at least 1 fiscal year
- We have participated in the previous HungerCount
- We serve a community population of 25,000 or less
- We have not received this grant in the last 24 months
- We have not received Fresh Food funding

2) How many people did you serve in the previous fiscal quarter? \_\_\_\_\_

3) What will the funds be used for? (check all that apply)

- Food Safety
- Food Purchasing
- Equipment
- Training
- Fund Matching (please explain)

4) Have you applied to Food Banks Canada for: (check all that apply)

- Capacity Building Fund
- Community Kitchen Fund
- Rural Support Program

5) Describe Project: (attach additional pages if necessary)

Amount of funding requested to cover expense: \_\_\_\_\_  
(Please attach all receipts to verify these expense amounts are eligible and accurate)

I hereby certify that all expenses being claimed were actually incurred for food purchase expenses in support of the applicant food bank between the dates of \_\_\_\_\_ and \_\_\_\_\_ and are not reimbursed in whole from other sources.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

### **Reporting**

Proof of expenditures must be received, in the form of legitimate receipts, by the FAB office within 30 days of project completion or 1 fiscal year of receipt of grant. Failure to provide proof of expenditures via legitimate receipt will result in an inability to secure further funding or food from any FBA programs. Reporting is the responsibility of the applicant and while a reminder for reporting may be sent by the FBA office it is not the responsibility of the FBA to ensure these reports are received.

**FOOD BANKS ALBERTA Office Use Only**

**FBA office confirms:**

- Member in good standing with all necessary documents on file for at least 1 fiscal year.
- HungerCount from previous year is on file
- Has not received this grant in the last 24 months
- Has provided reporting on previous grants/program applications with FBA
- Proof of matched funding applications

**FBA staff notes:**

**Application:**

- Approved
- Sent back for further information
- Denied

**Office Review Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_