



**WHEATLAND COUNTY**

Where There's Room to Grow

**CERB Funding**

## **PROJECT-BASED GRANT APPLICATIONS**

Project-Based Grant Applications provide financial assistance for community organizations for such things as equipment purchases, beautification projects, facility construction or renovation projects, facility maintenance, community celebrations and special events, history books, programs or special funding requests within Wheatland County.

### **Are there any specific restrictions on Project-Based grant applications that would not be funded?**

Project-Based grants cannot be used for:

- funding private or commercial sector facilities or programs
- for endowment purposes or donations to a third party
- debt reduction
- retroactive funding for costs that have already been incurred prior to January 1<sup>st</sup> of the funding year

### **Is there a matching funding requirement?**

No.  
Applicants are advised to contact the Grant Writer/Coordinator at the Wheatland County Office for advice on additional funding sources.

### **Are there any limitations on the amount of funding?**

Funding for History Books are limited to \$2,500.  
Other grant applications have no maximum funding amount. Due to the popularity of the program applications for larger amounts of money applicants may not receive their full funding request if approved.

### **Can I apply for a multi-year project?**

Applicants should indicate if their application is for a multi-year project. While Community Enhancement Funding will not be guaranteed for future years, reporting requirements for approved multi-year projects vary from regular annual projects.

## **APPLICATION PROCESSING**

### **Should applications include letters of support for the project?**

If the application involves capital upgrades to land and/or facilities under the direction or ownership of someone other than the grant applicant, a letter of support from the owner of the facility is required.

Other letters of support may be provided at the discretion of the applicant but are not required. These can easily be uploaded to the online application form.

## **FINAL REPORTING**

### **When is the final reporting due on Project-Based applications?**

All final reporting is due on January 31<sup>st</sup> of the year following the grant funding year. For approved multi-year projects a signed declaration that approved funding is being held in reserves for the project must be submitted by January 31<sup>st</sup> of the year following the grant funding year. Final reporting will be required to be submitted upon the conclusion of the project.

### **What if my project was approved as a multi-year project?**

If your project approval letter indicated that your project was approved as a multi-year project you are not required to complete final reporting until the project is complete. However, Wheatland County will require a signed statement indicating that received Community Enhancement Funding is being held in reserves for use on the project and has not been expended on other costs.

### **What happens if the scope of the approved project changes?**

If changes occur, applicants are requested to contact the Grant Writer/Coordinator at the Wheatland County office for direction.

Significant changes in project scope may require that all unexpended funding be refunded to Wheatland County and the applicant complete an additional application for the new project scope in the next funding year.