

Capstone Activation Fund



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Capstone is a one-of-a-kind urban riverside destination that's alive year-round with gathering places, recreation, community events and activations. We'd love to help your group hold an event here. The Capstone Activation Fund can bring it to life!

The Capstone Activation Fund was created to encourage community groups and event organizers to bring events and activation ideas into Capstone in exchange for support and financial assistance.

The projects supported by this program should amplify one or more of the objectives of the Capstone Activation Fund:

Let's get together and go to the river:

Capstone connects the river to Red Deer, and we're working to make it a city gathering place for everyone.

Let's be active and feel good:

From our riverfront location, well-being is at the heart of the community and we're creating opportunities to make active living part of every day.

Let's innovate and live in new ways:

We're living and working in new ways to help Capstone attract the next generation of Red Deer residents, business owners and doers.

Let's think culture and keep learning:

Capstone considers culture a part of everyday life. We celebrate the richness it brings and opportunities it provides to learn something new.

Funding Amounts

The Capstone project team will determine the amount of financial support to be provided; this will not normally exceed \$5,000.

Applicants that follow the below criteria will be prioritized for funding:

- Projects not already receiving funding or other support from The City of Red Deer.
- Projects planned to be located at Canada 150 Square and/or on Riverwalk in Capstone. Applications for projects outside of these primary activation areas will be evaluated on a case-by-case basis.

Eligibility

To receive support from this program, a project should meet the following criteria:

- Located in Capstone, preferably near Canada 150 Square and Riverwalk.
- If location is outside of Canada 150 Square, space for the Capstone Discovery Bus should be accommodated.
- No cost for the public to attend (participation fees, products for purchase, etc. are ok).
- Encourages people to come to Capstone.
- Encourages local businesses to be involved.
- Supports the Capstone project and brand.
- Abides by all applicable bylaws, regulations, permits, licenses, and agreements.
- Open and accessible to the public regardless of race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status, or sexual orientation.
- Secular and non-political in nature.



Deadlines

Applicants may apply for this funding at any time through the year. Please ensure your application is submitted 60 days prior to the project start date, and allow up to four weeks from the time of confirmed receipt of a completed application to the time of notification of the funding decision. Once the Capstone Activation fund has been exhausted for the year, applications will no longer be accepted. Please contact the Capstone project team (contact information at the bottom of this document) to ensure the availability of Capstone Activation funding prior to submitting your application.



4. The City of Red Deer reserves the right to cancel the Agreement with reasonable cause by providing 90 days written notice.
5. Successful projects must apply for a special event permit with The City of Red Deer and may be required to provide proof of insurance through the special event permit process.

Agreement

Successful applicants must enter into an Agreement with The City of Red Deer with the following requirements:

1. The funds must be spent in accordance with the application.
2. The Capstone project team must be notified if any changes occur that may result in the inability to deliver the project as specified in the application.
3. Any unspent funds allocated through this program will be returned to the City.



Reporting

Successful applicants will be required to submit an accountability report within 30 days of the completion date of the project. A template of the accountability report will be provided in advance.

Application Process

Complete the Capstone Activation Fund Application found at www.liveincapstone.ca/activationfund and submit in one of the following four ways:

- In person at The City of Red Deer Land & Economic Development Department (located in the former CPR Train Station at #1, 5000 51 Avenue).
- Courier to the Land & Economic Development Department
ATTN: Capstone Activation Fund
The City of Red Deer, Land & Economic Development #1, 5000 51 Avenue, Red Deer, AB T4N 4H5.
- Email to: capstone@reddeer.ca Please ensure files are combined into one single PDF, less than 10MB.

The Capstone project team will be in contact to discuss your application, and, if accepted for funding, will work to draft an agreement. Following the project, the applicant must submit the accountability report with actual costs within 30 days of project completion.



Note

A special event permit is required to host an event on City property. You can apply at www.reddeer.ca/city-services/permits-and-inspections/special-event-permits/

For questions regarding the Capstone Activation Fund, please call **403-342-8106** or email capstone@reddeer.ca.

Liveincapstone.ca

  @LiveInCapstone