



2023 Greater Hampton 50/50 Community Grant Program

Guidelines, General Information and Application

All correspondence should be addressed to:

Hampton
Director of Finance and Human Resources
648 Main Street
PO Box 1066
Hampton, NB
E5N 8H1

2023 GREATER HAMPTON 50/50 COMMUNITY GRANT PROGRAM

NON-PROFIT ORGANIZATIONS

1. General

- i. The Greater Hampton 50/50 Community Grants are gifts up to \$1,500.00 annually, to non-profit groups, or organizations to support and develop recreation facilities within the Hampton municipality whose majority of members are residents of the Hampton municipality and provide direct benefit to Hampton's residents. Organizations in debt to the municipality of Hampton are ineligible for current funding.

2. Definitions

- i. Hampton - means the municipality of Hampton, New Brunswick.
- ii. Recreation Facilities - Recreation and sport infrastructure that includes the construction, maintenance, repair and operation of facilities and outdoor areas. Indoor spaces and places include arenas, community centres and halls, indoor pools, cultural centres, senior and youth centres. Outdoor spaces and places include parks, playing fields, play-structures, trails, forested areas, outdoor pools, splash pads, pavilions, gardens, waterfronts, marinas, outdoor courts (e.g., tennis, basketball), outdoor rinks and golf courses.

3. Contribution

- i. A grant of the eligible labour and material costs, up to a maximum of \$1500.00, may be supplied by Hampton for support and development of recreation facilities.

4. Procedure

- i. Public Notices - Hampton will advertise locally that applications for a grant are available from the Hampton Town Hall and on Hampton's website.
- ii. Supporting Documents - Applications must be submitted by August 30th, accompanied by:

- a) a copy of the current operating budget;
 - b) a copy of the operating budget for the upcoming year;
 - c) a copy of the previous year financial statements;
 - d) a report on the projects proposed for the upcoming year; and
 - e) disclosure of other funding sources being pursued.
- iii. Eligible Expenses - The grant of eligible labour and material costs, up to a maximum of \$1,500.00 annually may be supplied by Hampton for the support and development of recreation or sport facilities or infrastructure. Community programming is not eligible for this grant program.
- iv. Approval - During the Regular September Council meeting, Hampton Council will make a motion to award grant recipient(s).

5. Notification of Funding

- i. Following the Regular September Council meeting, applicants are notified in writing by the Director of Finance and Human Resources as to whether they have been awarded a grant.

6. Board Members

- i. If this project being delivered by a coalition of organizations or through a partnership table in your community, please include a letter from your primary partner(s) indicating their involvement and support of this project.

GREATER HAMPTON 50/50 COMMUNITY GRANT PROGRAM
2023 Application

Applicant's Details

Organization's Legal Name:

Address:

Contact Person (Applicant):

Position:

Home Phone:

Work Phone:

Fax:

Email Address:

Total Grant Requested:

\$

Non-Profit Registration #:

Anticipated date if project completion:

Project name and scope details: (Attach additional information if required):

Please identify other contributions applied for:

Program	Amount
	\$
	\$
	\$
	\$

Is the organization local, or is it a branch of a provincial, regional, or national organization?

Declarations

I hereby certify that the information included with this application is complete and is true and correct to the best of my knowledge, and that I have been authorized my organization to make this declaration and to submit this application on behalf of the above named organization.

Signature

Position

Print Name

Date

I hereby declare that if our organization is successful at obtaining a grant from the municipality of Hampton that we give the municipality of Hampton the right to review the project for which the grant was obtained to ascertain whether grant monies received were used for the stated purpose(s) set out in this application. Any funds not spent for the stated purpose(s) set out in this application are to be returned to the municipality of Hampton.

Signature

Position

Print Name

Date

Application Checklist

Please supply the following additional information:

- A copy of the current operating budget.
- A copy of the operating budget for the upcoming year.
- A copy of the previous year financial statement.
- A report on the projects proposed for the upcoming year.

Submitting the Application

1. Applications must be clear and legible.
2. Please ensure all questions are answered in the application form. An application, which is incomplete, may not be considered.

Completed Applications should be sent to:

Hampton
Director of Finance and Human Resources
648 Main Street
PO Box 1066
Hampton, NB
E5N 8H1

For further information please contact:

Sherman St. Germain, Director of Finance and Human Resources

Email: sherman@hampton.ca

Telephone: 506-832-6084

Fax: 506-632-6098

**Failure to comply with any of the above may only delay the processing of your application.
Please be specific where asked.**

GREATER HAMPTON 50/50 COMMUNITY GRANT PROGRAM

Project Report

Organization's Legal Name:

Address:

Contact Person (Person completing report):

Position:

Home Phone:

Work Phone:

Fax:

Email Address:

Total Grant Requested:

Non-Profit Registration #:

Date the project was completed, or anticipated date of completion:

Project name and scope details: (Attach pictures if available)

