

In 2007, Friends of Riding Mountain National Park partnered with Riding Mountain National Park of Canada to create a **Commemorative Heritage Walk** that celebrates the families, friends, and groups that have had an ongoing interest in Riding Mountain National Park. The Commemorative Heritage Walk is a benefit to all visitors to Riding Mountain National Park as it provides a unique and reflective stroll through the English Gardens.

In conjunction with the Commemorative Heritage Walk, a **Clear Lake Endowment Fund** was established to facilitate programs such as environmental education, interpretation, wildlife research, festivals, and community projects.

The Clear Lake Endowment Fund is open to anyone who has a special connection to Riding Mountain National Park. Eligible applicants include: non-profit community development groups, tourism groups, economic development boards, all community service groups, individuals and families that are interested in the long-term health of the Riding Mountain National Park community.

Eligibility, Type & Level of Assistance

A maximum of up to \$1,000.00 is available for successful projects during the 2011-granting season. Eligible applicants include: non-profit community development groups, tourism groups, economic development boards, all community service groups, individuals and families that are interested in the long-term health of the Riding Mountain National Park community.

***please note that not every project will receive \$1,000.00. Grants awarded will range from \$100 to \$1,000.00 depending upon the number of applicants.**

Preference will be given to those applicants that are able to:

1. Demonstrate that the project fits within the objectives of the Clear Lake Endowment Fund.
2. Provide matching dollars for the funding requested.
3. Illustrate in-kind contributions.
4. Demonstrate sustainability (where applicable) and positive impact that the project will have on the long-term health of the Riding Mountain National Park community.

Information to include in Application

The proposal should be no more than 3 pages in length, including the proposed budget. The proposal should include:

- a. Connection of community group/organization/family to Riding Mountain National Park;
- b. Description of current or proposed project;
- c. Overall objectives of proposal;
- d. Impact that the project will have on the long-term health of the Riding Mountain National Park community;
- e. Sustainability of project past funding (where applicable); and
- f. Budget (cash & in-kind contributions).

Reporting, Project Plans & Guidelines

Please ensure that:

- you are clear about the objectives of the project for which funding is required;
- your group can carry out the project (where possible, the Clear Lake Endowment Fund encourages you to work cooperatively with other organizations); and
- you demonstrate community support with letters of support or direct partnerships.

Some guidelines for your group to determine if the proposed project is feasible:

- Size & scope are appropriate for your group to carry out;
- If other groups are needed, they have been asked to participate;
- People skills are sufficient or outside professional or support personnel are available; and
- Costs are current and reasonable.

A final report identifying the extent to which stated objectives were met is to be submitted to the Clear Lake Endowment Fund following the completion of the community project as outlined in the individual grant agreement.

Application Deadline: Monday Friday June 17th, 2011

Applications can be sent by:

Fax: (204) 848-2596

Email: friends.rmp@pc.gc.ca

Mail: Box 226 Onanole, Manitoba R0J 1N0

All applications will be reviewed by the Clear Lake Endowment Fund Review Board and candidates will be notified of the results with a formal letter from the Review Board by July 8th, 2011.

Confidentiality: Applicants should be aware that their name, project title and amount of assistance will be made public information.

Glossary of Terms

Budget: An itemized list of estimated expenses and income required to carry out the proposed project. It should include direct and indirect costs, and all anticipated sources of income, including matching and in-kind contributions.

Direct Costs: These can include salaries and benefits for staff hired for the project, travel, equipment, supplies, telephone, postage, printing costs and other similar costs.

Indirect costs: Indirect costs are costs that are not readily identifiable as direct costs but are necessary for the overall operation of the organization so it can carry out the proposed project.

In-kind: The dollar value of non-cash contributions, such as volunteer time or use of facilities.

Matching contributions: Contributions to the project that have been provided

