

Balwin and Belvedere Participatory Budgeting Project Form

Thank you for your interest in submitting a proposal for this year's Participatory Budgeting project!

- The deadline to submit your project form is Sunday November 5.
- If everything looks good, your project will move forward to a community vote!
- You must be a member of, or partnered with, a community organization to submit a proposal. Individuals cannot be directly reimbursed and must list a fiscal agent.
- If you need help, please contact BPilotBalwinBelvedere@edmonton.ca, your Revitalization Coordinator (RC) or Neighbourhood Resource Coordinator (NRC).
- You can fill out this project form and email it to BPilotBalwinBelvedere@edmonton.ca or fill out the [online form](https://edmonton.ca/PBPilotBalwinBelvedere) at edmonton.ca/PBPilotBalwinBelvedere

My project supports the community in

☐ Balwin

☐ Both

☐ Belvedere

☐ Other

Contact Person

Each project must have a lead or point of contact.

Name *(First and Last)*

Street Address

Postal Code

Email Address

Phone Number

What is your connection to the community?

☐ Resident of Balwin

☐ Resident of Belvedere

☐ Work in Balwin

☐ Work in Belvedere

☐ Go to school in Balwin

☐ Go to school in Belvedere

☐ Other _____

Project Details

Tell the community more about your project idea! This information you share in the next 6 questions will be used to present your project to the community in the voting process.

1. Project Title

How would you like others in the community to refer to it?

2. Project Description

Describe your project (200 words or less): What is your goal? What community need are you trying to address? Who is your project for? What opportunity/ies have you identified in your area/neighbourhood that this project is responding to?

3. Organization

You must be a member of, or partnered with, a community organization or business to submit a proposal.

Please list other people and organization(s) supporting this project (if applicable)

4. Where will your project be located?

Provide a street address or intersection for live events or community projects, or "online" for virtual projects.

5. Project Dates.

When will your project start and end? Estimates are ok if you don't know yet! Dates must be between January 1 and December 1, 2024.

6. How much money are you asking for, for this project?

This project can provide up to \$20,000 per project. If you need less that's great, that means there will be more to share with other projects! If you need more, check in with our team for a review of your budget.

What do you need to make this project happen?

The following questions will help you think through your project. Your responses to the following questions will not be shared publicly. As you are planning your project, consider all the resources you will need including people, materials, time, money etc. See our [project planning template](#) as a guide.

7. Project Plan

What are the steps and activities you will take to complete this project and make it a success?

8. Who will be helping with your project?

Check all that apply; provide names

- ☐ Other individual community members _____
- ☐ A sponsor organization _____
- ☐ I would like help connecting with others and/or a sponsor organization

9. Do you think you will require a city permit?

Use of public parks, roadways (ie. block parties), plazas or squares may require permits. [Find out more about permits for special events](#)

- ☐ Yes
- ☐ No
- ☐ I don't know

10. (Optional) Please provide any additional information you feel would help others to understand the project.

Permissions

- ☐ I give my permission to post my project details publicly for the Community Voting Process.
- ☐ I consent to have my photo or video taken as a part of this project
- ☐ I understand that submitting a proposal does not guarantee funding. The City of Edmonton reserves the right to fund some, all, or none of the suggestions submitted.
- ☐ I understand that I am/my team is solely responsible for the planning and delivery and any clean-up associated with my Project.
- ☐ I may be asked to share my knowledge and learnings with other community members and the City.
- ☐ I am open to sharing resources and collaborating with other projects, where it makes sense.

Signature: _____

Voting Night!

Thank you for all your work! Will you attend Voting Night on November 22, 2023?

- ☐ Yes
- ☐ No
- ☐ Maybe

Information collected on this form is being collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act and will be used by the City of Edmonton to determine whether an applicant is eligible to receive this funding and for the administration of the program. If you have questions about the collection, or use of your personal and organizational information, please contact PBPIlotBalwinBelvedere@edmonton.ca

- ☐ Yes, I consent.
- ☐ No, I do not consent.

For more information

Email: PBPIlotBalwinBelvedere@edmonton.ca

Visit the project webpage: edmonton.ca/PBPilotBalwinBelvedere