WESTMET COMMUNITY GRANT GUIDELINES

Total Funds Available (2026): $18,730

Background

WestMET Group is leading the energy transition through the development of advanced agricultural products, environmental services, and emerging energy technologies. Their partnership with PACE Canada Developments has helped them develop a 13 MW photovoltaic solar power electrical generation project in Hanna, Alberta, on reclaimed land at the Sheerness coal mine.

Charities and non-profit organizations are invited to apply for one grant each cycle. Organizations must be located within the boundaries of **Special Area 2, the Town of Hanna, and the Village of Youngstown**.

Thinking of applying? Contact our Regional Development Coordinator to talk about projects you have in mind! helene@cfsea.ca or 403.866.8901.

Grant Application Timelines

Applications to the WestMET Community Grants Program are accepted once a year, with deadlines subject to change if they fall on a holiday or weekend:

- **First Monday in March** at 12 pm – Grant Applications Open
- **Last Thursday in March** at 4:30 pm – Grant Application Close

Applications are reviewed by an Advisory Committee, which includes a representative from each area being supported, a CFSEA representative, and a representative from WestMET Group. All eligible applications are reviewed, and recommendations are made to the Board of Directors. All applicants are notified of the outcome.

Eligibility Checklist

Step 1: Is Your Organization Eligible?

- Operate within Special Area 2, the Town of Hanna, and the Village of Youngstown, whose activities are within the Community Foundation's policies.
- Is a **qualified donee** (i.e., registered charity, municipality, school division).
- A non-profit organization that partners with a qualified donee.
- Registered non-profit societies in Alberta (in good standing for 5+ years) may apply for up to **$5,000**. Larger requests require an affiliate process.

Step 2: Is Your Project Eligible?

WestMET Community Grants may be used to support capital, operating, program, or special one-time costs within the following priority focus areas:

- **First Nations and Métis:** Causes that benefit First Nations and Métis people whose traditional territory is within the municipalities listed above. Priority will be given to programs that are operating directly in First Nations and Métis communities.
- **Local Communities:** Geographic communities that are within proximity to the WestMET site. These grants may be used for events, facilities, programs, and organizations that support strong and vibrant communities.
- **Environmental:** Initiatives and programs that support community action on ecological preservation, restoration, land stewardship, and education.
- **Youth and Education:** Meets the needs of children and youth development through education, recreation, or safety. Priority will be given to programs that build individual and community-based leaders.
- **Health and Wellness:** Proactively building and supporting individual and community health and wellness. Actively finds ways to support families by acknowledging the importance of the social determinants of health.

We Do Not Fund:

- Core administrative expenses, political or religious activities, debt repayment, endowments, or retroactive costs.
- Projects outside of Special Area 2, the Town of Hanna, and the Village of Youngstown.

Step 3: Project Strengths

Strong applications demonstrate the following:

- Initiatives that fulfill the mission, mandate, and services of your organization.
- Clear goals and evaluation plans.
- Innovative, practical solutions.
- Is well developed, achievable **within 12 months**, and:
    - proposes an innovative and practical solution;
    - strengthens your organizational capacity or sustainability;
    - if applicable, promotes collaboration and sharing among agencies;
    - and if applicable, addresses diversity, equity, and inclusion.

Step 4: Application Process

Applicants must submit their applications through the Community Foundation's Grant Portal before the stated deadline. Late applications will not be considered.

Eligibility Note: *For your application to be eligible, you must have no outstanding final reports from previous WestMET Community Grants before the grant deadline. Having an open Community Grant final report will not affect eligibility.*

Notification, Recognition & Reporting

- Decisions are finalized within two months of the application deadline. Applicants are notified after Board approval—first by phone, then by email. Feedback is available upon request for unsuccessful applications.
- Successful applicants must sign a Grant Agreement before receiving funds.
- **Grant disbursements occur in late May**. Recipients are kindly asked to attend the cheque-granting event.
- Recognition of the WestMET Community Fund **must** be made by all approved applicants by way of public acknowledgment.

- Final reports must be submitted within 12 months through the online Grant Portal. Late or incomplete reports may affect future funding eligibility. A financial report template is available on our website and on the Grant Portal.
- Organizations may apply for other CFSEA Grant streams, but they must be for different projects.

Diversity, Equity & Inclusion

CFSEA applies an equity-based lens throughout the granting process, considering identity, marginalization, and systemic barriers. If you require accommodation, please contact us for assistance.

To support inclusive access:

- **Tech support** is available for applicants unfamiliar with digital platforms.
- **Oral applications** may be submitted virtually. The deadline to complete an oral application is March 20.

Your application has the best chance of receiving funding if you follow these steps and your submission is clear and accurate. Grant applicants are encouraged to contact the CFSEA office with questions at any point during the application process. **We are here to help!**

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