

Time to Think Grant Application Process and Guidelines

To apply for ATB's Time to Think grant you must submit your complete application by **Monday January 23, 2017 at 5pm**. On the Time to Think Grant webpage, click on the button that says "Submit Your Application." You will be asked to attach your application to the email corporategiving@atb.com

Please attach the following documents to the email.

1. A grant application (see below for the information that must be included)
2. A list of your organization's board members (ideally included in the same document as your grant application, but it can be attached separately.)

Grant application

To apply for a Time to Think Grant, we'd like you to send us your application (maximum of 6 pages) that contains the following contact information and answers the following questions. You may send it in a word document or a PDF document.

Name of applicant

Job title

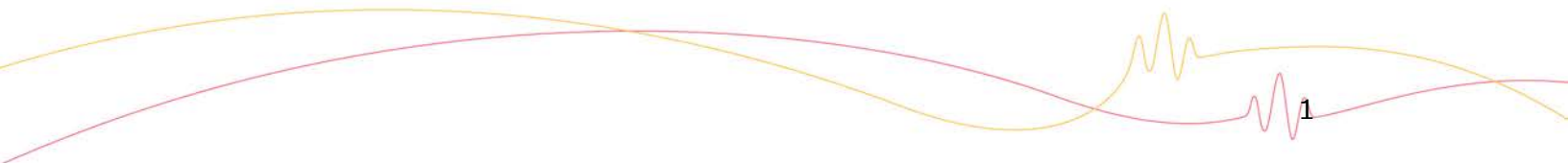
Email

Phone

Organization's name (if a collective is applying, please use the name of the lead organization)

Address

City and province (Please note: ATB Financial only supports organizations and causes in Alberta.)



Postal Code

Website (if applicable)

What kind of organization is applying?

- ☐ An organization registered as having charitable status by the Canadian Revenue Agency
- ☐ A provincially registered not-for-profit organization or cooperative or public organization
- ☐ An unregistered organization
- ☐ Social enterprise operated by a non profit organization or charity
- ☐ Other

Charitable Registration Number (if applicable)

Please answer the following questions within your grant application.

1. Tell us about your organization, social enterprise or collaboration. If you are applying on behalf of a collaborative, you will need the “lead” organization to submit the application form on behalf of the collaborative.
2. If your organization is part of a collaborative or collective impact approach that is applying for this grant, please let us know all the stakeholders involved in the collaborative. Please describe the mission, goals and key areas of activity of this collaborative or collective impact approach and tell us about your governance structure. Tell us why the lead organization has the capacity to trustee this grant on behalf of the collaborative.
3. Why does your organization, social enterprise or collaborative need a Time to Think grant?
4. Which area does your need for a Time to Think grant fall within?
 - a. Social innovation
 - b. Business development

5. Explain how your organization, social enterprise or collaborative would use a Time to Think grant over the next 12 months?
6. How will the grant increase your organization's capacity to innovate or improve the strategic or operational effectiveness for your work in Alberta?
7. What are the goals for the project you would undertake with your Time to Think grant and how will success be measured?
8. What would be the end product that you would like to develop and/or implement with your grant?
9. What will be the legacy of this grant? How will it increase your organization's capacity beyond the grant term?
10. Do you already know who you want to have work on the project? This person could be within or external to your organization. If yes, please let us know how this person or team would help facilitate your work.
11. What expertise from ATB would help you with your project?
12. How will your organization's staff and/or board of directors and/or stakeholders be involved with and learn from the capacity building process?