



Program Guide



Community Investment Fund Program Guide

This program guide is intended to provide an overview of FCL’s Community Investment Fund, as well as additional information related to program eligibility and frequently asked questions.

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What is FCL's Community Investment Fund?

FCL's Community Investment Fund supports community programs and organizations that matter to our employees. The fund is administered by employee-led committees in Calgary, Edmonton, Regina, Saskatoon and Winnipeg, who evaluate applications from their region and allocate funding based on the needs of the community.

Applications are accepted year-round and reviewed on a quarterly basis.

Eligibility

Who Can Apply?

Registered non-profit or charitable organizations in the locations noted above can apply to receive funding between \$500-\$10,000 for a program or initiative.

Organization Eligibility Requirements

To be eligible for funding, the organization applying must:

- Be one of the following:
 - A registered charity under the Canada Revenue Agency with valid registration numbers
 - A registered non-profit organization under the provincial government with proof of registration
 - A community service co-operative
- Must support programs in Calgary, Edmonton, Regina, Saskatoon or Winnipeg

Program Eligibility Requirements

To be eligible for funding the program must:

- Have a funding request between \$500-\$10,000
 - Note: the budget for the whole program can be over \$10,000, but the request must remain within our eligible range.
- Be making an impact in one of our five locations

Eligible Program Expenses

Funding will be provided to cover expenses related to supporting the program or initiative.

Examples include:

- Food purchases
- Gift cards
- Materials for programs (ex: tablets for kids in learning programs)
- Accessibility support (ex: transportation to and from program)
- Upgrades to existing programs (ex: replacing cook ware for a community cooking program)
- Subsidized costs to reduce barriers (ex: reduced cost of stay at supportive housing for cancer patient travelling to receive out-patient treatment)
- Community upgrades (ex: include adding a swing to an existing playground)

Ineligible funding requests include:

- Marketing requests (ex: sponsorships)
- Sports-related events (ex: golf tournaments, hockey tournaments)
- Third-party fundraising requests
- Prizes (ex: raffle prizes, 50/50)
- Religious or politically affiliated programs
- Operational costs (ex: utilities, rent, salaries)
- Marketing materials

How to Apply

Applications for FCL's Community Investment Fund are accepted year-round and reviewed on a quarterly basis.

Quarterly Funding Deadlines

March 31

June 30

September 30

December 31

All organizations will be contacted regarding the status of their application once the committees have made their quarterly funding decisions. Please allow six to eight weeks for turnaround after the application deadline.

Ready to apply? Click [here](#).

Application Best Practices

FCL's Community Investment Fund receives a high volume of applications every quarter. To make sure your application stands out we've created a list of best practices and things to keep in mind when applying.

Plan ahead

- If your funding request is directly related to a specific time frame or season, review our application cycles and ensure you are applying in advance.
 - For example, if your funding request is for a Christmas holiday hamper, your application will need to be submitted by September 30 to ensure there is enough time for your application to be reviewed, and funding distributed.
- Review eligibility requirements and the FAQ sections in this document to ensure your program is eligible and meets all requirements.

Highlight the impact your program makes in your community

- We recommend highlighting the purpose of your program and the impact it makes in your community.
- Your application should clearly state the community need, how this funding will address the need and projected outcomes when these needs are met.
- Clearly explain how the requested funding would be used and include a breakdown.

Frequently Asked Questions (FAQ)

How is funding determined?

- FCL's Community Investment Fund is administered by employee-led committees in Calgary, Edmonton, Regina, Saskatoon and Winnipeg.
- These committees evaluate applications from their region and allocate funding based on the needs of the community and the alignment to their region's core focus areas. Please review the appendix at the end of this document to find out which core focus areas are prioritized for your region
- Committees will not consider applications that do not meet the aforementioned eligibility criteria, including location.

How much should I request?

- Requests must be between \$500-\$10,000 to be considered for funding, anything above or below will not be considered.
- Ensure that the amount you are requesting includes only eligible program expenses, as outlined above in the eligibility section.

We are a nationally led organization. Are we still eligible for funding?

- Yes, nationally led organizations that run programs in any of the five regions are welcome to apply.
- In your application, please clearly outline the specific program seeking funding and indicate which community or communities it will serve.

Are we eligible if our program operates in multiple communities?

- If your program operates in multiple eligible communities, you will need to apply separately for each region that requires program funding.

Can faith-based organizations apply?

- Faith-based organizations and schools that apply will be considered if the program is non-denominational and open to all community members.

When will I hear back regarding the status of my application?

- All organizations will be contacted regarding the status of their application once the committees have made their quarterly funding decisions. Please allow six to eight weeks for turnaround after the application deadline.

Can I set up a call to discuss my application?

- Unfortunately, due to the high volume of applications, we are unable to provide specific feedback or discuss individual program applications. We encourage you to refer to eligibility criteria and best practices when applying.

My organization has received funding in the past, can I apply for additional funding?

- You are permitted to apply as many times as your organization needs, whether you receive funding or not in prior quarters.

If my organization receives funding, what is expected by FCL for recognition?

- Recognition is not required but encouraged.

Email EmployeeGiving@fcl.crs for additional inquiries.

Appendix

Our Core Focus Areas

1.

2026 Areas of Focus

Winnipeg	Saskatoon	Edmonton	Regina	Calgary
Community Impact & Social Support	Community Impact & Social Support	Community Impact & Social Support	Community Impact & Social Support	Community Impact & Social Support
Animal Welfare	Education	Education	Healthcare & Wellness	Healthcare & Wellness
Environmental	Healthcare & Wellness	Healthcare & Wellness	Education	Education
Healthcare & Wellness	Animal Welfare	Sports & Recreation	Animal Welfare	Animal Welfare

2. Examples of Past Recipients

Here's a quick look at some of our past recipients who have received funding through FCL's Community Investment Fund.

Brown Bagging for Calgary Street Kids Society - School Lunch Program

- Reducing barriers to food for kids by preparing and delivering lunches to schools across Calgary

Learning Disabilities Association of Saskatchewan (LDAS) – ABC Tutoring

- Subsidized tutoring services for kids in grades K-12 that accommodates children living with learning disabilities, and make the tutoring more accessible

Habitat for Humanity Winnipeg – Habitat Welcome Home Program

- Providing \$100 Co-op gift cards to each new Habitat homeowner as part of their housewarming package to ease the financial stress of moving

Variety – The Children's Charity – Go Baby Go

- Empowering children with mobility challenges by providing them with customized, motorized ride-on-cars that promote independence, social inclusion and physical development