

## Eligibility

Eligibility will be assessed on a case-by-case basis by the Community Initiatives Sub-Committee. However, it is generally understood that all funded initiatives should be hosted in full or in part in the Edmonton Metropolitan Region<sup>1</sup>. Applicants must be members of the Edmonton Regional Innovation Network.

Category	Eligible Expenses	Ineligible Expenses
<b>Labour</b>	<ul style="list-style-type: none"> <li>✓ No more than 25% of total funding requested allocated to salary (excluding benefits) for individuals whose time can be attributed to program activity</li> <li>✓ Reasonable professional training &amp; development that is deemed integral to the successful implementation of the program</li> </ul>	<ul style="list-style-type: none"> <li>✗ Overhead costs</li> <li>✗ Professional membership fees</li> </ul>
<b>Materials</b>	<ul style="list-style-type: none"> <li>✓ Reasonable material costs such as the design and production of hard copy collateral or learning materials for attendees</li> </ul>	
<b>Marketing and Promotion</b>	<ul style="list-style-type: none"> <li>✓ Paid social media promotion where the value exceeds the cost</li> </ul>	<ul style="list-style-type: none"> <li>✗ Multi level marketing that is sales driven</li> </ul>

<sup>1</sup> Beaumont, Edmonton, Fort Saskatchewan, Leduc, St. Albert, Spruce Grove, Strathcona County, Leduc County, Sturgeon County, Bon Accord, Bruderheim, Calmar, Devon, Gibbons, Legal, Morinville, Redwater, Thorsby, Stony Plain, Spring Lake, Wabamun, Warburg, Betula Beach, Golden Days, Itaska Beach, Kapasiwin, Lakeview, Point Alison, Seba Beach, and Sundance Beach, Alexander 134 of the Alexander First Nation, Enoch Cree Nation 135 of the Enoch Cree Nation, and Wabamun 133A and 133B of the Paul First Nation.



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<b>Capital Assets and Software</b>	<ul style="list-style-type: none"><li>✓ Software required for capturing of reporting data, implementing the initiative, or improving the information sharing architecture with ERIN</li></ul>	<ul style="list-style-type: none"><li>✗ Acquisitions of land or buildings</li><li>✗ The undepreciated value of eligible capital costs which extends beyond the project timeframe</li><li>✗ Cost of licensing content</li></ul>
<b>Travel</b>		<ul style="list-style-type: none"><li>✗ Mileage, airfare or transportation, and accommodation and meals</li><li>✗ Passport or immigration fees</li><li>✗ Reimbursement for airfare</li><li>✗ Commuting costs between place of residence and place of employment</li></ul>
<b>Sub Contractors</b>	<ul style="list-style-type: none"><li>✓ Licence for existing programs or curriculums</li></ul>	<ul style="list-style-type: none"><li>✗ Cost associated with the use of Sub-Contractors to develop a new program or curriculum, among other things</li></ul>
<b>Other</b>	<ul style="list-style-type: none"><li>✓ Costs that are pre-approved by ERIN in writing</li><li>✓ Reasonable marketing of the initiative</li><li>✓ Room usage fees</li></ul>	<ul style="list-style-type: none"><li>✗ Expenses for projects or activities outside the approved Project</li><li>✗ Entertainment, hospitality and gifts</li><li>✗ Space rental</li></ul>