



Community Gaming Grants Branch 2019 Capital Project Grants Webinar

Presented by:
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Community Gaming Grants Program

Capital Project Grants



Agenda

What's New in 2019

Sector Overview

- Key Information | Competitive application process

Mandatory Eligibility

- Organization eligibility | Project eligibility | Financial eligibility

Assessment and Scoring

- Assessment criteria | Required Documentation

Accountability

- Disbursement of funding | Year-end reporting | Completion reporting

Tips & Questions

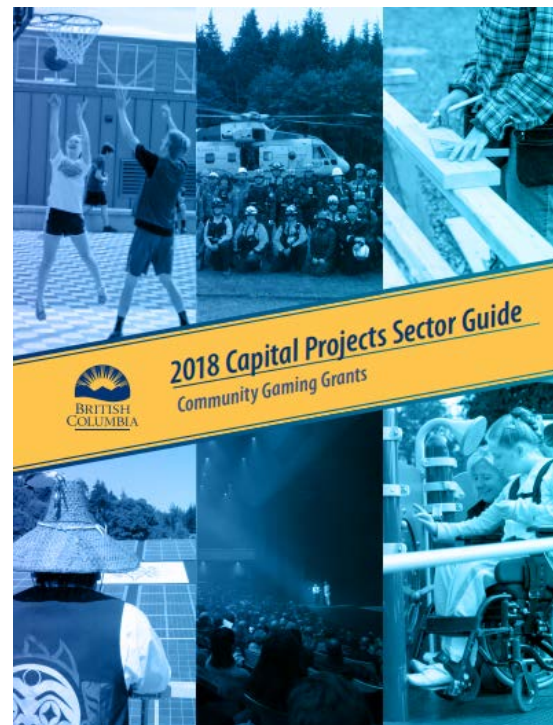
- The floor is open

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The 2019 Capital Project Sector Guide will be released in early May 2019



**All applicants should review the 2019 Sector Guide prior to submission.
Available online at www.gov.bc.ca/gaminggrants**

WHAT'S NEW IN 2019

- **Expanded Sector Guide; more detail on required documentation**
- **Increased the “Community Benefit” assessment score from 5% to 20%**
 - **Financial Considerations: 50% to 45%**
 - **Project Feasibility: 35% to 25%**
 - **Environmental Efficiency: 2.5% to 5%**
- **No long require “future-year budget”**



Sector Overview

Community Gaming Grants Program

Capital Project Grants



Sector Overview

\$5 MILLION for “Capital Project Grant Program”

\$135 MILLION for the “Community Gaming Grant Program” to help not-for-profits deliver ongoing programs. (Includes “Minor Capital Project” and “Capital Acquisition” funding for projects under \$20,000)

Funded with provincial commercial gambling revenue.



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Sector Overview

Capital projects with a total cost between \$20,000 - \$1,250,000

Between 20% and 50% of the total cost of a project may be funded

Grants up to \$250,000 (max)

Matching funds are required



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Sector Overview

Application intake period: June 1 – July 31, 2019

Notifications by Oct 31, 2019

One application per year

Only one grant per project

Can still apply for regular/annual Community Gaming Grants



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Competitive Application Process

The Capital Project Grant Program is a **Competitive Application Process.**



- Applicants must make the strongest case possible in each section of the application, mindful that all other applicants are also making their strongest cases.
- Incomplete, inaccurate or missing documentation will significantly weaken the application.
- Late applications will not be accepted.
- Grants will not be awarded until all applications are received and reviewed.



Mandatory Eligibility

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Mandatory Eligibility

There are three levels of assessment:

- 1) Applicants must meet all Mandatory Eligibility Criteria (Section 2 of Sector Guide).
 - **Organization Eligibility**
 - **Project Eligibility**
 - **Financial Eligibility**
- 2) Applications will be marked against the Assessment Criteria (Section 4 of Sector Guide).
- 3) Once the ranking process has been completed, additional considerations (e.g. regional distribution, Indigenous projects) may be applied.



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Organization Eligibility

- Be not-for-profit
- Operates primarily for community benefit
- Delivers or facilitate programs within the Community Gaming Grant sectors:
 - **Arts and Culture**
 - **Human and Social Services**
 - **Public Safety**
 - **Sports**
 - **PACs and DPACs**
 - **Environment**
- Delivers or facilitate programs established and maintained by volunteers



Organization Eligibility

- Has a voluntary and broadly-based membership involved in the management and operation of the organization and its programs
- Has a voting membership that is more than double the number of board members
- Has board members who are democratically chosen by its voting membership
 - ✓ 2/3 of board members reside in B.C.
 - ✓ Board members do not receive remuneration for their services as board members
 - ✓ Membership is individuals, not other organizations/chapters

See section 2.1 for full eligibility rules and “ineligible organizations”

Project Eligibility



Facilities – construction of new facilities; renovation or maintenance of existing facilities

- Purchase new/used building, community or childcare facility, recovery house, interior or exterior renovation (kitchen/bathroom/flooring/roof); HVAC system, elevators, tennis bubble, lighting, curling club refrigeration, .



Community Infrastructure – development of public amenities that improve B.C. residents' quality of life

- Playgrounds, outdoor structures, community space, skate park, hiking/walking trails, public wharf, ecosystem restoration.



Acquisitions – purchase of fixed capital assets for long-term ownership and use by the applicant organization

- Vehicles, buses/vans, computer systems, office or technical equipment, audio/visual equipment, sports equipment, boats.

Project Eligibility



Facilities



**Community
Infrastructure**

- Must be undertaken by an eligible organization for community benefit
- Must be accessible to the public upon completion
- Must be located on one of the following:
 - land owned by an eligible organization
 - land leased to an eligible organization on a long-term basis (10-years), or
 - public land

Project Eligibility

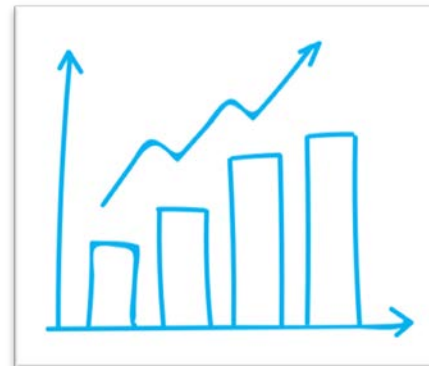


Acquisitions

- Acquisition is necessary for the delivery of a program or service.
- The acquisition is purchased by an eligible organization primarily for community benefit
- The project is for the purchase of privately-owned fixed capital assets for long-term use
- The capital asset must fully belong to the eligible organization

Financial Eligibility

- Must have a separate Gaming Account
- Must have matching funds that equal or exceed the funding requested
- Restricted funds designated for the project (if any) must be used in full towards the matching requirement
- Past recipients of Community Gaming Grants must be up-to-date and in good standing with their Gaming Account Summary Reports



Assessment and Scoring

4.2 – Assessment Criteria

Alignment with Sector Objectives (25%)

- **Community benefit (20%)**
 - How does the project benefit the community by addressing a community identified need?
- **Inclusiveness and accessibility (5%)**
 - How is the project open and accessible to all people in the community? (*Note: consult 2019 Sector Guide for final language*)



4.2 – Assessment Criteria

Project Feasibility (25%)

- Detailed project timeline
 - E.G.: Start/End Dates; Major Milestones
- Risk management table
 - Identify risks and mitigation strategies
- Appropriate approvals and permits
 - List any requirements and your plan to obtain them
- Operational viability of project
 - Plan to operate, manage and maintain the project



4.2 – Assessment Criteria

Financial Considerations (45%)

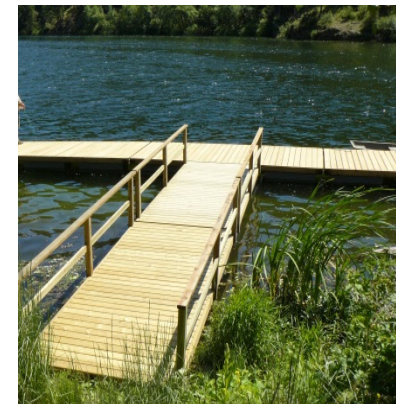
- Financial need
 - Project Cost
 - Requesting Grant Amount
- Financial feasibility of the project
 - Project Budget
 - Cost Estimates
 - Planned Use of Grant Funds
 - Matching Funds



4.2 – Assessment Criteria

Special Features (5%)

- Environmental efficiency
 - How the project includes climate action or energy-efficient features that will reduce the organization's greenhouse gas emissions, lower the organization's long-term operational expenses, such as heating/cooling costs, etc. and/or improve the use of the organization's human and/or technological resources (e.g. reduced resource consumption).



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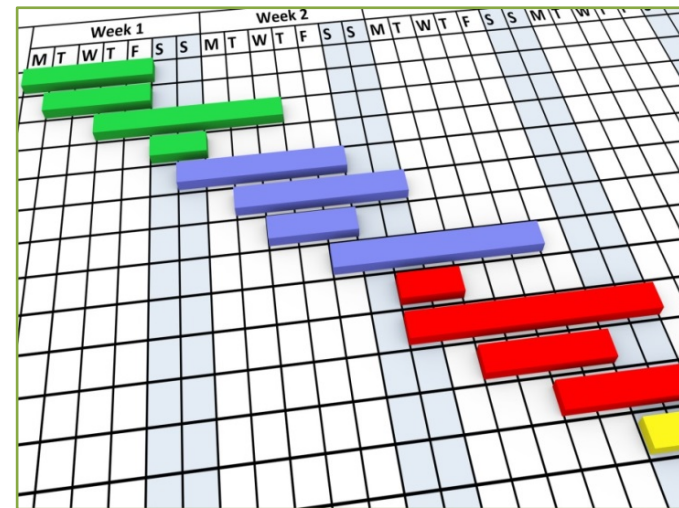
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Supplementary Documents

In addition to project documentation, applicants must submit

- Constitution and bylaws
- Board of directors list
- Minutes from most recent AGM
- Gaming Account
- Void “Gaming Account” Cheque
- Organization Financials
 - Most Recently Complete Fiscal Year: Balance Sheet
 - Most Recently Completed Fiscal Year: Revenue/Expense Statement
 - Current Year Budget



PLEASE REVIEW THE PRE-APPLICATION CHECKLIST!

Accountability

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Eligible Expenses

- Costs considered to be direct and necessary for the successful implementation of an approved project
- Examples:
 - Project-related fees paid to professionals, technical personnel, consultants and contractors
 - Project materials
 - Transportation or shipping costs for acquisitions
 - Licenses, permits and insurance required for the project
 - Any other direct and necessary costs incurred in the implementation of the project



Accountability

- Grant funds must be fully disbursed within 36 months of receipt, unless otherwise approved in writing by the Community Gaming Grants Branch
- Project must start within 12 months of receipt of funding
- Organizations may transfer grant funds – by cheque or electronically – from the Gaming Account to the General Account for the reimbursement of eligible project expenses
- Organization must submit a supplementary Gaming Account Summary Report within 90 days of its fiscal year-end
 - Clear and detailed reporting of how funds from the Capital Project Grant were spent over the course of that fiscal year
 - Expenses must be consistent and comparable to those identified in the approved grant application

Project Completion

- Once a capital project is completed, the grant recipient must notify the Branch in writing at: communitygaminggrants@gov.bc.ca
- Short post-completion report to include:
 - a description of the completed project and how it is benefitting the community
 - a breakdown of total project expenses
 - photos
- The Branch may request that these materials be used to publicize the outcomes of the Capital Project Grants Sector

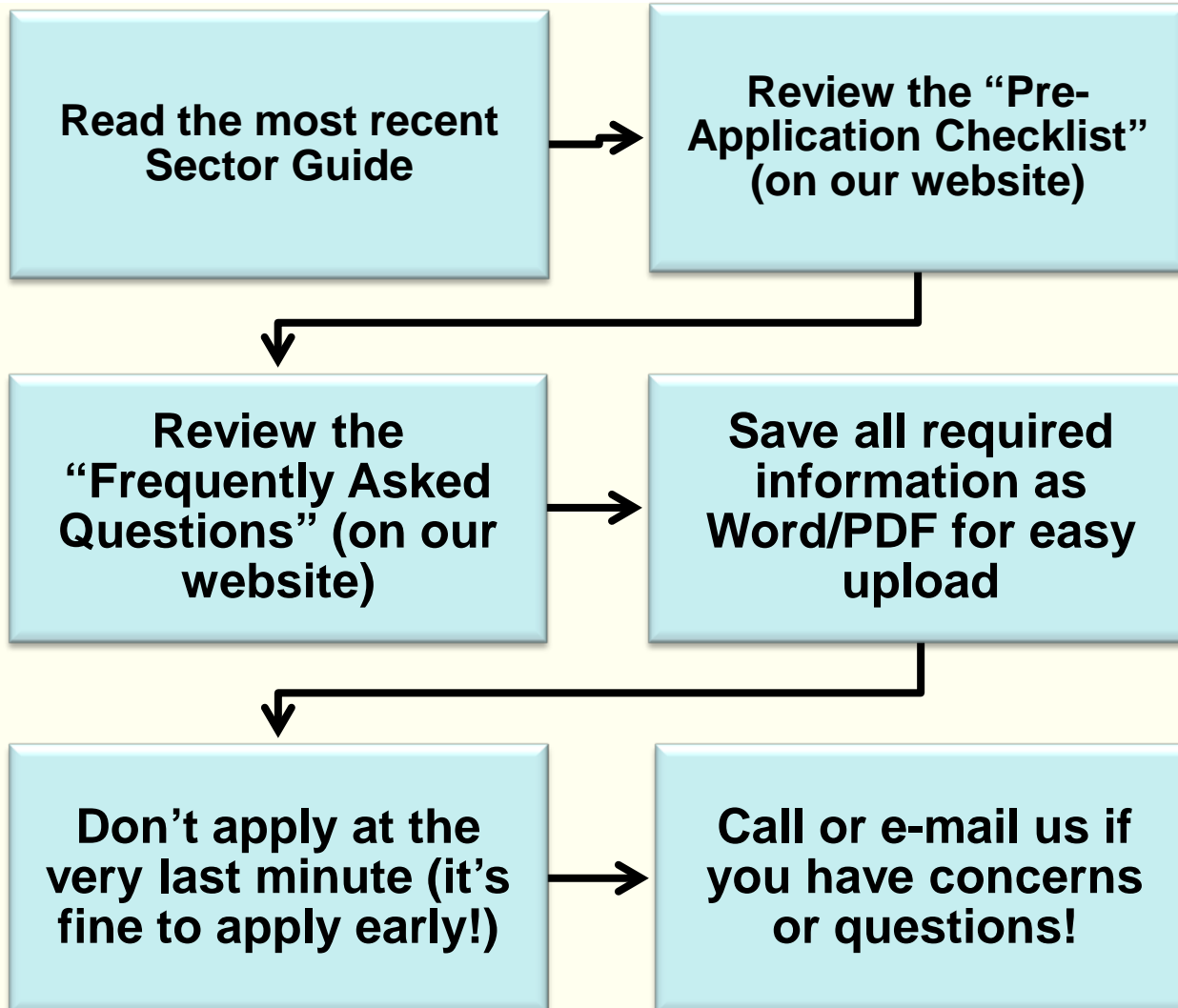
Tips, Information and Questions

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7 – Tips and Advice



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7 – Key Resources

- 1) **MAH website** (<http://gov.bc.ca/gaminggrants>)
- 2) **Community Gaming Grants Branch**
 - General – communitygaminggrants@gov.bc.ca, or call 1-800-663-7867
 - Community Outreach Manager – CGGO outreach@gov.bc.ca
- 3) **BCACG** – British Columbia Association of Charitable Gaming (<http://bcacg.com/>)
- 4) **BCAAFC** – British Columbia Association of Aboriginal Friendship Centers (<https://www.bcaafc.com/>)



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7 – Community Charitable Gaming Associations (CCGAs)

CCGAs receive grants to help local non-profits

- ☐ **Dawson Creek – Northern Lights CCGA**
<http://northernlightsgaming.ca/>
- ☐ **Prince George – Northern Interior CCGA**
<http://www.northernica.org/>
- ☐ **Kelowna – Central Okanagan CCGA**
<http://cocga.com/>
- ☐ **Chilliwack – Fraser Valley CCGA**
<https://fvccga.com/>
- ☐ **Victoria – Charity Works CCGA**
<http://charityworks.ca/>
- ☐ **Comox – Valley CCGA**
www.valleycharitablegamingsociety.com
- ☐ **Vancouver – BCACG**
<http://bcacg.com>



Questions?