Community Gaming Grants Branch
2019 Capital Project Grants Webinar

Presented by:
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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
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](http://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.
Community Gaming Grants Program
Capital Project Grants

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
**Community Gaming Grants Program**

**Capital Project Grants**

### 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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Capital Project Grants

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
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.
Community Gaming Grants Program
Capital Project Grants

Organization Eligibility

• Be not-for-profit
• Operates primarily for community benefit
• Delivers or facilitate programs within the Community Gaming Grant sectors:
  o Arts and Culture  o Public Safety  o PACs and DPACs
  o Human and Social Services  o Sports  o 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

- 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
Community Gaming Grants Program
Capital Project Grants

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).
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
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:
  o a description of the completed project and how it is benefitting the community
  o a breakdown of total project expenses
  o photos

• The Branch may request that these materials be used to publicize the outcomes of the Capital Project Grants Sector
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Capital Project Grants

7 – Tips and Advice

- Read the most recent Sector Guide
- Review the “Pre-Application Checklist” (on our website)
- Review the “Frequently Asked Questions” (on our website)
- Save all required information as Word/PDF for easy upload
- Don’t apply at the very last minute (it’s fine to apply early!)
- Call or e-mail us if you have concerns or questions!
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 – CGGOOutreach@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.bcaaafc.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.valleycharitablegaminsociety.com
- Vancouver – BCACG
  http://bcacg.com
Questions?