



# *Community Gaming Grants*

2023 Program Overview

# *Presentation Overview*

**01** *What's new in 2023/24*

**05** *Financial Eligibility*

**09** *Resources*

**02** *Program Essentials*

**06** *Applying for the Grant*

**03** *Organization Eligibility*

**07** *Spending the Grant*

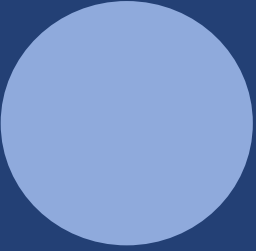
**04** *Program Eligibility*

**08** *Capital Project Grant*

# ***Acknowledgement of Traditional Land***



# ***What's New in 2023/24***





# 2023/24 Updates to CGG Program Guidelines



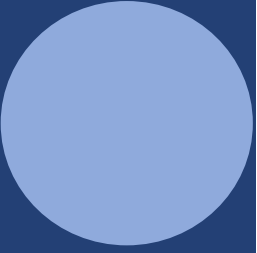
## COVID-19 related changes

- Organization surplus criteria may not be enforced. Applicants with > 50% operating surplus must demonstrate this is due to a direct result of the pandemic.
- >75% of program funding from gov't sources criteria may not be enforced. Applicants must demonstrate this is due to a direct result of the pandemic.
- Must provide on application:
  - how program(s) were impacted by COVID-19
  - current balance of gaming account

## Other key changes

- Maximum Local Funding Levels are increased to \$125,000 (prev. \$100k).
- Regional & Provincial Funding Levels have been combined for a maximum grant of up to \$250,000 (Regional prev. \$225k).
- Eligible use of grant funds to allow CGG funding to be used to create new paid positions (prev. position had to be in existence more than 12 mos.).

# ***Program Essentials***



# Program Essentials

Community Gaming Grants support community driven programming  
Funded with Commercial Gaming Revenue



## \$135 MILLION

Community Gaming Grant Program helps not-for-profits deliver ongoing programs



- Not a competitive grant process - all eligible applications receive funding
- Over 90% of all applicants receive a grant
- Average grant amount is over \$28,000 (2021/22)
- Fund approximately 5,000 organizations across B.C.



## \$5 MILLION

Capital Project Program helps not-for-profits with capital projects or acquisitions



- 
- Competitive grant process
  - Grants of \$20,000 - \$250,000
  - Must have matching funds
  - Separate program guide

# Sectors

**Community Gaming Grants support programming in six unique sectors:**

- Arts & Culture
- Sport
- Public Safety
- Environment
- Human & Social Services
- Parent Advisory Committee/District PACs



## ***Sport***

- Community-based or amateur programs for organized, competitive physical activity.
- Examples: youth and adult sports leagues (soccer, swimming, hockey, skating, basketball, biking, boating, martial arts), Special Olympics, seniors games.



# Funding Levels

The level of funding awarded is based on the **size**, **scope** and community benefit of the programming presented in the application through:

- 1) The program description
- 2) The demonstrated financial need, as shown in the actual program costs from the previous year.

Note: Budgeted costs should align with funding request

Additional factors include **overall** CGG **demand** and **available funding**.

## Maximum Funding Levels

\$125,000

Local Organizations

\$250,000

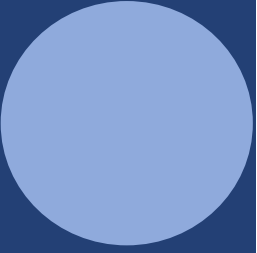
Regional/Provincial Organizations



# *Funding Levels*

- Funding levels are based on size and scope of the programming presented in the application
- Designation as regional or provincial does not guarantee funding over the maximum local amount
- To access funding at greater than the local level an applicant:
  - Is likely already at or close to the \$125k maximum
  - Has expenses that support a need for funding at a higher level, without exceeding the 75% government limit
  - Has few or no other comparable service providers in their jurisdiction
  - Can provide letters of support from organizations in the same sector and region that recognize yours as the leader

# *Organization Eligibility*



## Eligible Organizations



## To be eligible for a grant, an organization must:

- Be not-for-profit
- Primary purpose is to operate for community benefit
- Deliver programs/services to the community
- Have an open membership
- Have a volunteer board and voting membership
  - *More than double the number of voting members to board members*
- Democratically chosen board members
  - *2/3 reside in B.C.*
  - *Board members do not receive remuneration for their board role*

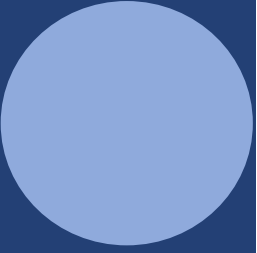
*An organization is **ineligible**  
for a grant if it is a:*

- For-profit organization
- “Member-funded” society
- Political party, political action group or lobby group
- Federal, provincial, regional, municipal, First Nation or other local government
- Government facility (healthcare, education, library, museum, etc).
- Professional/Industry Association
- Religious Institution

**Ineligible Organizations**



# *Program Eligibility*



# Eligible Programs

**Community Gaming Grants support a wide range of unique programs.**

## ✓ Applications are submitted on a program basis.

- A program is an ongoing service, activity, or series of activities

## ✓ Program Delivery

- Must be currently running at time of application
- Be ongoing (not a project)
- Directly delivered by applicant

## ✓ Community Benefit

- Responsive to a community's needs
- Accessible and Inclusive (no unnecessary restrictions)
- Provide an immediate and direct service to the community





# *Ineligible programs include those which:*

- Are delivered on contract or under a funding agreement
- Solely operate a facility or venue
- Provide financial assistance to individuals
- Deliver vocational training
- Are fundraising or social enterprise programs
- Sell tangible goods or food to participants
- Primarily benefit other organizations
- Do not deliver an immediate direct service to the community.

## *Ineligible Programs*







## *Program Description*

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*You must include a  
“Program Description”  
document for each  
program.*

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See Guidelines section 4.4 for more information

# *Describing the Program*

**WHO:** Who benefits? How many people benefit?

**WHAT:** What are the program activities?

**WHEN:** How often do programs run?

**WHERE:** Where is the program delivered?

**HOW:** How is the program accessible to all?

**\*New Programs delivered less than 12 months:**

- include a plan for the on-going delivery of the program;
- demonstrate capacity to deliver the program;
- address how it will meet an identified need in the community.

## ***Example #1: One Eligible Program***

### **Sunshine Hockey Society**

Not-for-profit Organization



### **The "Sunshine Hockey Program"**

Program includes all programming delivered by the organization: season play costs for all age groups (ice rentals, coach wages, materials), equipment and advertising.

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## Example #2: Multiple Eligible Programs



- This example organization has three separate programs; each program has unique activities.
  - Each program will require separate descriptions and financials.
-

# *Financial Eligibility*

01

## *Organization Financial Eligibility*



02

## *Program Financial Eligibility*



# Surplus Calculation

## Organization Financial Eligibility

*An organization is temporarily ineligible to receive a grant if it has more than 50% of the previous year's expenses on hand in unrestricted funds*

1) Current assets and investments of the organization

- minus (-) gaming funds,
- minus (-) current liabilities,
- minus (-) internally & externally restricted funds

2) Divided by (/) previous fiscal year's operating expenses;

multiplied by (x) 100

***Equals (=) organization surplus percentage***

**Note:** General purpose, contingency, or rainy-day funds are considered unrestricted.

See Guidelines Section 3.3 for more information.

# Organization Financial Eligibility

## Example of Required Financial Documents

**[Name of Organization]  
BALANCE SHEET  
As at [your most recent fiscal year end]**

	General Fund	Gaming Fund	Total
<b>Current Assets</b>			
Cash on hand	100	-	100
Cash in bank	3,000	1,350	4,350
Prepaid expenses	400	-	400
Short-term investments	8,000	-	8,000
	<u>11,500</u>	<u>1,350</u>	<u>12,850</u>
<b>Capital Assets</b>			
Furnishings & equipment	3,000	-	3,000
<b>Total Assets</b>	<u>\$14,500</u>	<u>\$1,350</u>	<u>\$15,850</u>
<b>Current Liabilities</b>			
Accounts payable & accruals	1,000	-	1,000
<b>Fund balances</b>			
Externally Restricted <sup>1</sup> , see note [#]	2,000	-	2,000
Internally Restricted <sup>2</sup> , see note [#]	2,000	-	2,000
Unrestricted	9,500	1,350	10,850
	<u>13,500</u>	<u>1,350</u>	<u>14,850</u>
<b>Total Liabilities and fund balances</b>	<u>\$14,500</u>	<u>\$1,350</u>	<u>\$15,850</u>

Approved by: \_\_\_\_\_

[Director]

### FINANCIAL STATEMENT <sup>1</sup>

**[Name of Organization]  
Statement of Revenues & Expenses for [previous fiscal year start date to end date]**

	General Fund	Gaming Fund <sup>2</sup>	Total
<b>Revenues <sup>3</sup></b>			
Federal XYZ Department <sup>3</sup>	4,000	-	4,000
Provincial ABC Ministry <sup>3</sup>	2,000	-	2,000
Municipal Funding <sup>3</sup>	1,000	-	1,000
Community Gaming Grant <sup>2</sup>	-	4,000	4,000
Licensed Gaming <sup>2</sup>	-	1,000	1,000
Donations	1,000	-	1,000
Registration Fees	15,000	-	15,000
Fundraising	2,000	-	2,000
Membership Fees	1,000	-	1,000
Interest & Other	1,250	250	1,500
	<u>\$27,250</u>	<u>\$5,250</u>	<u>\$32,500</u>
<b>Expenses</b>			
Advertising	750	-	750
Bank Charges	60	50	110
Heat & Light	500	1,000	1,500
Insurance	1,500	-	1,500
Legal	250	-	250
Miscellaneous	75	-	75
Office Supplies	1,200	-	1,200
Equipment Rentals	793	-	793
Rent	4,000	3,800	7,800
Telephone	622	-	622
Wages & Benefits	13,000	-	13,000
	<u>\$22,750</u>	<u>\$4,850</u>	<u>\$27,600</u>
<b>Excess of Revenues over Expenses</b>	<u>\$4,500</u>	<u>\$400</u>	<u>\$4,900</u>

# Program Financial Eligibility

	[Program Name] Program Actuals for [Date of Previous Fiscal Year]	Program Budget for [Date of Current Fiscal Year]
<b>Program Revenues <sup>1</sup></b>		
Federal XYZ Department <sup>1</sup>	2,000.00	4,000.00
Provincial ABC Ministry <sup>1</sup>	1,000.00	3,000.00
Municipal Funding <sup>1</sup>	1,000.00	3,000.00
Community Gaming Grant <sup>2</sup>	4,000.00	5,000.00
Licensed Gaming	1,000.00	1,000.00
Registration fees	5,023.05	5,000.00
Fundraising	1,455.36	2,000.00
<b>Sub-Total</b>	<b>\$15,478.41</b>	<b>\$23,000.00</b>
<b>In-Kind Income: <sup>3</sup></b>		
Labour & Professional Services	9,495.00	9,300.00
Materials	3,350.25	3,500.00
<b>Sub-Total</b>	<b>\$12,845.25</b>	<b>\$12,800.00</b>
<b>Total</b>	<b>\$28,323.66</b>	<b>\$35,800.00</b>
<b>Program Expenses</b>		
Advertising	666.51	1,100.00
Bank Charges	62.83	150.00
Utilities	1,131.31	1,500.00
Insurance	1,300.00	1,520.00
Office Supplies	850.00	1,200.00
Equipment Rentals	1,250.00	2,200.00
Rent	3,300.00	3,300.00
Telephone	621.70	630.00
Wages & Benefits	6,114.88	11,400.00
<b>Sub-Total</b>	<b>\$15,297.23</b>	<b>\$23,000.00</b>
<b>In-Kind Expenses: <sup>3</sup></b>		
Labour & Professional Services	9,495.00	6,000.00
Materials	3,350.25	3,000.00
<b>Sub-Total</b>	<b>\$12,845.25</b>	<b>\$12,800.00</b>
<b>Total</b>	<b>\$28,142.48</b>	<b>\$35,800.00</b>
<b>Surplus / Deficit</b>	<b>\$181.18</b>	<b>\$0.00</b>

## Program Financial Rules

- Federal and/or provincial funding cannot exceed 75% of the total program cost.
- The remaining 25% must come from community sources, e.g.:
  - User Fees, Fundraising
  - Municipal, local, private or other grants
  - In-kind contributions (e.g., volunteer labour)
- Program revenue sources must be clearly identified.

**See Guideline Section 4.3 for more information**



# Program Financial Eligibility

***In-kind support may be included as part of an organization's financials.***

This includes volunteer time, donated labour, equipment, services or materials.

- Volunteer labour at \$20/hour
- Must be listed as a revenue and expense, so the amounts balance to zero.
- Must be supported with an "In-kind contribution summary" (Example on our website).

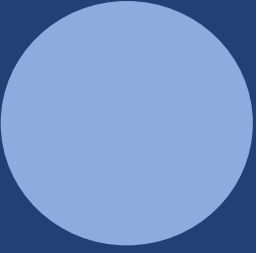
*See section 4.3 for more information*

## ***In-kind (volunteer) contributions***





# *Applying for the Grant*



# How to Apply

Apply online at our website: <https://gov.bc.ca/gaminggrants>

Assistance is available at all Service BC locations

**BRITISH COLUMBIA**

Home > [Sports, recreation, arts and culture](#) > [Gambling and fundraising](#) >

## Community Gaming Grants Program

The Community Gaming Grants program distributes \$140 million annually from commercial gambling revenues, to not-for-profit organizations. Grants support the delivery of ongoing programs and the completion of capital projects that directly benefit communities throughout B.C. Explore online resources and learn more about the available grants.

Three different types of grants are available through the Community Gaming Grants program. The links below provide additional information and resources specific to each type of grant:

- [Community Gaming Grants](#) provide funding to not-for-profit organizations, to support the delivery of accessible and inclusive programs and services to their communities.

**Community Gaming Grants**  
PAC and DPAC Grants  
Capital Project Grants  
Reporting requirements  
Documents, forms and checklists  
Outreach and presentations  
Community Gaming Grants reports, statistics and publications  
News & Updates  
Contact us  
Online service

### Program Guidelines

To learn more about each type of grant, please review the Program Guideline documents.

- [Community Gaming Grants: 2023 Program Guidelines](#)
- [Community Gaming Grants: 2022 PAC & DPAC Guidelines & Conditions](#)
- [2022 Capital Projects Sector Guide](#)

### News & Updates

***Before applying, it is strongly suggested to review the application tutorials and checklists***

[Home](#) > [Sports, recreation, arts and culture](#) > [Gambling and fundraising](#) > [Gambling in B.C.](#) >

[Laws, regulations and policies](#)

[Reports, publications and statistics](#)

[Where the money goes](#)

[Gambling locations](#)

## Gaming Online Service

**⚠ Effective February 1, 2023, the Gaming Online Service system will be updated to require the minimum 10-week (Class A & C) and 10 business day (Class B & D) processing time for charitable event applications as per the [Licensed Charitable Gaming Rules](#).**

**ℹ [November 10, 2021 - Horse Racing Licence and Registration Applications Are Now Online](#)**

Go to the Online Service system by clicking the button below:



[Launch Online Service](#)

Using the Online Service (GOS), you can apply for a gambling event licence, gaming grant, registration as a gambling or horse racing worker. You can also check your licence or grant application status, or report gambling wrongdoing.

If you've never applied before or need a refresher, please prepare for your application beforehand by reviewing "how to apply" information (pre-application checklists, tutorials, frequently asked questions, and more) at the following links:

**Gaming Grants**

### Apply Online

- 
- [Community Gaming Grants](#)
  - [DPAC Grants](#)
  - [PAC Grants](#)
  - [Capital Project Grants](#)
  - [Gaming Licences](#)
  - [Special Approvals](#)
  - [Gaming Worker Registration](#)
  - [Horse Racing Registration](#)

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[View Application  
Status Reports](#)

## Online Service



For the best experience, use the Gaming Online Service with the latest version of Chrome. Effective February 1, 2023, the Gaming Online Service system will be updated to require the minimum 10-week (Class A & C) and 10 business day (Class B & D) processing time for charitable event applications as per the Licensed Charitable Gaming Rules.

## Welcome!

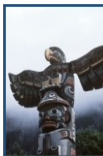
Use the left hand navigation bar to start an online application or to select another service option. An overview of the options is provided below. If you have a Business BCeID that has been registered for use with the Gaming Online Service,

## Preparing to Apply

Please prepare for your grant, licence or Gaming Worker application before you start:

- [Pre-Application Information for Gaming Grants](#)
- [Application Submission Guides, Forms and Resources for Charitable Gaming Event Licences](#)
- [Pre-Application Information for Gaming Workers](#)
- [Pre-Application Information for Horse Racing](#)

## Application Intake Periods



### Arts and Culture

- Apply February 1 – April 30
- Notification by August 31



### Sport

- Apply March 1 – May 31
- Notification by September 30



### PACs and DPACs

- Apply April 1 – June 30
- Notification by September 30



### Human and Social Services

- Apply August 1 – November 30
- Notification by February 28



### Environment

- Apply July 1 – August 31
- Notification by November 30



### Public Safety

- Apply July 1 – August 31
- Notification by November 30



### \$5M Capital Project Grants

- Apply TBD
- Notification TBD

# *Tips and Advice for Applying*



# Reconsideration of Decisions

The reconsideration request must:



be made within 30 days of notification;  
and



state the reason(s) why the decision  
should be varied or overturned.

- Only clarifying information, documents, etc. are considered
- A final decision will be made within 90 days of receipt of the request.



# *Spending the Grant*







# *Eligible Expenses*

- *Wages of paid positions, including contractors*
- *Rent, utilities and insurance*
- *Program supplies, office supplies*
- *Internet and phone costs*
- *Program advertising, marketing, printing*
- *Rental or purchase of equipment needed for the direct delivery of the program*
- *Travel essential to the direct delivery of the program within B.C.*
- *Out of province travel (must submit request)*

## *Program and Operating Costs*

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### ***Grant funds:***

- Cover costs essential to the direct delivery of an approved program
- May be used toward a percentage of organization operational costs (up to 15% of total grant received).

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See Guidelines section 6.1 for more information

# *Eligible expenses*

## ***Minor Capital Projects***

In addition to regular program funding, applicants may request funding for:

- ✓ Capital projects under \$20,000
- ✓ Essential for delivery of an approved program
- ✓ e.g., wheelchair ramp, small renovation
- ✓ Must submit a Regular Form application and provide third-party quotes or estimates (2 or more preferred)

## ***Capital Acquisitions***

In addition to regular program funding, applicants may request funding for:

- ✓ Required for delivery of an approved program
- ✓ Require quotes if over \$5,000
- ✓ e.g., computer, equipment, vehicles
- ✓ Must submit a Regular Form application and provide third-party quotes or estimates (min. 1 quote per item) for acquisitions with a value of \$5,000+

# *Spending Timelines*

## ***Forward***



- Grant funds must be spent within 12 months of receipt.

## ***Backward***



- Grant funds can back-pay expenses incurred in the same fiscal year the grant is received.
- This is done by transferring funds from the Gaming Account to the General Account for previously incurred eligible expenses.
- You cannot pay past debt or future costs not yet incurred.

## *Spending Rules*



# ***Grant funds are deposited into an organization's "Gaming Account."***

## ***Expenses***

- All eligible expenses should be paid directly from the Gaming Account.
- Grant funds may be transferred – by cheque or electronically – from the Gaming Account to the General Account for the reimbursement of eligible program expenses.

## ***Method***

- Cheque or board-approved electronic transfer.

## ***Documentation***

- Invoices and receipts must be retained for five years.

## ***Spending Rules***



# Financial Reporting

All Gaming Grant spending must be reported in the **Gaming Account Summary Report (GASR)**.

- Organizations that receive Community Gaming Grants or have previously received a grant and still have money in their Gaming Account, must submit a GASR.
- Must be submitted within 90 days of the organization's fiscal year end.
- Organizations will not receive a reminder from CGG.
- The GASR details: "Gaming Account" balance at beginning of fiscal year; grants received; funds disbursed; and balance at end of fiscal year.
  - A new section to capture grant funds allocated to organization costs has been added.
- GASR also requires a description of how the community benefited from the programs/services supported by Community Gaming Grants.



# Example Gaming Account Summary Report (GASR)



SAMPLE

## Gaming Account Summary Report

### Gaming Policy and Enforcement Branch

Mail: PO Box 9310, Stn Prov Govt, Victoria, B.C. V8W 9N1  
Courier: 3rd Floor, 910 Government St., Victoria, B.C. V8W 1X3  
Phone: (250) 387-5311 | Web: <https://gaming.gov.bc.ca/>

### Community Gaming Grants Branch

Mail: PO Box 9892 Stn Prov Govt Victoria, B.C. V8W 9T6  
Courier: 3rd Floor, 800 Johnson Street Victoria, B.C. V8W 1N3  
Phone: 1-800-663-7867 or 250-356-1061 | Email: [CommunityGamingGrants@gov.bc.ca](mailto:CommunityGamingGrants@gov.bc.ca)  
Web: <https://gov.bc.ca/gaminggrants>

### BEFORE YOU START

Use this form to report all deposits to, and all disbursements from, your organization's Gaming Account(s) during your fiscal year.

- Organizations must submit this form within 90 days following their fiscal year-end.
- Use the latest version of this form, available at: <https://www2.gov.bc.ca/gov/content/sports-culture/gaming-funding/gaming-grants/documents/forms>
- If you are a licensing client only, submit the completed form by mail to the Gaming Policy and Enforcement Branch (see address above) or by email to: [gaming.branch@gov.bc.ca](mailto:gaming.branch@gov.bc.ca)
- If you are a gaming grant client only, or both a gaming and licensing client, submit the completed form by mail to the Community Gaming Grants Branch (see address above) or by email to: [CommunityGamingGrants@gov.bc.ca](mailto:CommunityGamingGrants@gov.bc.ca)

### SECTION 1 – ORGANIZATION INFORMATION

PLEASE PRINT CLEARLY

Organization name: (as it appears on the constitution and/or certificate of incorporation if applicable)

XYZ Association

Organization mailing address: Unit, Street, and/or PO Box  
PO Box 12345

City  
Burnaby

Postal Code  
V3N 9V1

### SECTION 2 – OPENING BALANCE OF GAMING ACCOUNT

\$ 2,522.33 1

Opening balance is the amount carried forward from the previous year's report (Closing Balance). If you have not previously had any gaming funds, the amount will be zero. If your organization has more than one Gaming Account, report the total opening balances of all Gaming Accounts.

### SECTION 3 – GAMING REVENUE

Gaming grant revenue: (Indicate the amount received under each of the following grant categories)

Community Gaming Grant revenue:	\$	10,000.00	2
PAC / DPAC Grant revenue: (Parent Advisory Councils and District Parent Advisory Councils)	\$		3
Capital Project Grant revenue:	\$		4
Other Gaming Revenue: (provide short description, such as pre-approved transfers or repayments)	\$		5

Gross revenue from all gaming event licences: (attach an additional sheet if necessary – gross revenue must be reported for all Class A, Class B, Class C and Class D gaming event licences – funds received within the fiscal year must be reported, regardless of gaming event start and end dates – report the total gross revenue during the reporting period for each gaming event – "reporting period" refers to the period of licensed gaming activity falling within the organization's fiscal year)

Licence number:	Licence type: (Class A,B,C,D)	Reporting period: From (DD-MM-YYYY)	To (DD-MM-YYYY)	Amount:	
12345	Class A ticket raffle	01-01-17	15-02-2017	\$	21,050.00 6
				\$	7
				\$	8
				\$	9
				\$	10
				\$	11
				\$	12
				\$	13

L&G File#: (for your organization)

000000

Report completed on:  
(DD-MM-YYYY)

20-04-2017

Report for your fiscal year  
ending on: (DD-MM-YYYY)

31-03-2017

Other gaming revenue: (attach an additional sheet if necessary)		
GST rebate, interest, or revenues from the sale of assets purchased with gaming funds:	\$	200.00 14
Gaming fund donations from other organizations: (name of organization and amount received – attach an additional sheet if necessary)		
Cyprus Service Org. #56	\$	1,500.00 15
	\$	16
	\$	17
Total gaming revenue: (add lines 2 to 17)	>>> \$	32,750.00 18

### SECTION 4 – PRIZE COSTS AND EXPENSES FOR LICENSED GAMING EVENTS

Prize costs for licensed gaming events:

(Indicate the prize costs in each of the following categories – prizes are all cash and merchandise paid to players during licensed gaming events – if prizes were donated the prize cost is zero)

Bingo prize costs: (total cost of all bingo gaming event licence prizes)	\$	19
Ticket raffle prize costs: (total cost of all ticket raffle gaming event licence prizes)	\$	10,000.00 20
Other prize costs: (specify licence type)	\$	21
Total prize costs: (add lines 19 to 21)	>>> \$	10,000.00 22

Expenses for licensed gaming events:

(Indicate the expenses in each of the following categories – these costs include advertising and marketing, salaries and wages, facility rental, bingo paper, contract fees for gaming service providers, printing, postage and mailing, supplies and other miscellaneous costs associated with licensed gaming events)

Bingo expenses: (total expenses for all bingo gaming event licences)	\$	23
Ticket raffle expenses: (total expenses for all ticket raffle gaming event licences)	\$	2,200.00 24
Other gaming event expenses: (specify licence type)	\$	25
Total gaming event expenses: (add lines 23 to 25)	>>> \$	2,200.00 26

### SECTION 5 – NET GAMING PROCEEDS AND DISBURSEMENTS FROM GAMING ACCOUNT

Net gaming proceeds: (subtract lines 22 and 26 from line 18)

>>> \$ 20,550.00 27

Total gaming revenue available for disbursement: (add lines 1 and 27)

>>> \$ 23,072.33 28

Total Capital Project Grant disbursements (if applicable): Please itemize how Capital Project Grant funds were disbursed on the Capital Project Grant Supplement only.

>>> \$ 29

Gaming fund disbursements: (attach an additional sheet if necessary – itemize how gaming funds were disbursed – identify cheques, electronic fund transfer, debit card, bank charges or other reference number and include the level of detail outlined below). Do not include itemized Capital Project Grant disbursements below.

Date: (DD-MM-YYYY)	Cheque, EFT, or Reference #:	Disbursed to:	Purpose:	Amount:	
06-05-2016	14	Staples	Office Supplies- paper, photocopier	\$	180.00 30
15-06-2016	15	Jane Doe (Program Coordinator)	Wages	\$	2,555.69 31
12-08-2016	16	Con printing	Newsletter	\$	1,500.00 32
04-09-2016	17	Cancelled		\$	33
15-09-2016	18	Jane Doe (Program Coordinator)	Wages	\$	2,555.69 34
20-09-2016	19	Rec. General	Deductions	\$	526.99 35
15-12-2016	20	Future Shop	Equipment - computer	\$	2,000.00 36
07-01-2017	21	ABC Company	Volunteer training	\$	500.00 37
10-02-2017	22	Page Ltd.	Rent	\$	4,000.00 38
15-03-2017	23	Jane Doe (Program Coordinator)	Wages	\$	2,566.99 39
				\$	40
				\$	41
				\$	42
				\$	43
				\$	44
				\$	45
Total gaming fund disbursements: (add lines 29 to 45)				>>> \$	16,385.36 46

Form: February 2022

Instructions: Retain a copy of this report for your organization's records. Keep your personal information safe by storing completed electronic or paper copies of this form in a safe and secure place.

# Example Gaming Account Summary Report (GASR) – cont'd

## SECTION 6 – CLOSING BALANCE (subtract line 46 from line 28)

\$ 6,686.97 47

The closing balance must agree with your organization's financial records (general ledger balance or whatever other accounting record supports your organization's financial statements) and is to be carried forward as the opening balance to the next Gaming Account Summary Report.

## SECTION 7 – GAMING ACCOUNT INFORMATION AT FISCAL YEAR END

Financial Institution name: (the name of your bank, credit union, etc.) Bank Credit Union		
Financial Institution address: Unit, Street, and/or PO Box 5457 Burnaby Street	City Burnaby	Postal Code V3J 5V9
Account information and balances: (attach an additional sheet if necessary)		
Account type:	Account number:	Balance:
Gaming Account at fiscal year-end:		\$ 48
Term deposit(s): (gaming funds only)	000-0000-0000	\$ 6,686.97 49
GIC(s): (gaming funds only)		\$ 50
Other: (short description):		\$ 51
Total of account balances: (add lines 48 to 51 – this total must agree with line 47)		>>> \$ 6,686.97 52

## SECTION 8A – SERVICE CLUBS

Service Clubs (e.g. Lions Club, Kiwanis Club, Rotary Club) may retain up to 15 per cent of the net proceeds from their licensed gaming activities and 15 per cent of their community gaming grant; refer to the appropriate guidelines for additional information. Identify which of the above disbursements are included in the permitted percentage and the applicable gaming event licence and/or community gaming grant application number(s).

Total percentage retained: (gaming event licence)	%	Gaming event licence number:	
Total percentage retained: (community gaming grant)	%	Community gaming grant application number:	

## SECTION 8B – ORGANIZATION OPERATING COSTS

For grants received after April 1, 2022, Community Gaming Grant recipients can use up to 15 percent of the total grant funds toward organizational operational costs. These costs do not need to be related to the direct delivery of the program. Refer to the appropriate guidelines for additional information. Identify the applicable community gaming grant application number(s). Please note this does not apply to PAC or DPAC grants.

Total percentage retained: (community gaming grant)	12%	Community gaming grant application number:	1234567
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## SECTION 9 – COMMUNITY BENEFIT

Briefly describe how the broader community benefited from your organization's gaming grant funded programs for the fiscal year covered by this report. For each funded program, please provide statistics (if applicable), including, for example: the number of people served, attendees or participants, public access such as number of events, classes, sessions or operating times. Please note that this information may be made publicly available by the Community Gaming Grants Branch. (Limit your description to 300 words. A max of three photos may also be included in this report.)

Use this space to describe how your organization's gaming grant funded programs benefitted your community during the fiscal year for which you are reporting. This may include very short descriptions of your programs, general information about the people who benefitted from these programs, the number of people who benefitted and the ways in which they benefitted. You may also include information about special events held during the year that were funded by your gaming grant.

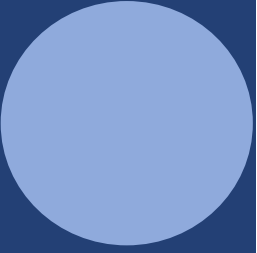
## SECTION 10 – CERTIFICATION

We, the undersigned board members, certify on behalf of the organization that all of the information stated is correct and that the board of directors has approved the submission of this report.

Two board members of the organization (officers) who are responsible for the report: (one must be the treasurer – both must sign this form)					
1 Position: (With the organization) Treasurer		First name: Sample1		Last name: Sample2	
Address: Unit and Street 1230 Sample Street		City Burnaby		Province BC	Postal Code V3J 1A8
Business phone number: (XXX) XXX-XXXX (999) 999-9999		Ext:	Home phone number: (XXX) XXX-XXXX (888) 888-8888	Cell phone number: (XXX) XXX-XXXX (777) 777-7777	
E-mail address: (provide a valid e-mail address) sample@example.com		Signature: X		Date signed: (DD-MM-YYYY) 20-04-2017	
2 Position: (With the organization) President		First name: Sample3		Last name: Sample4	
Address: Unit and Street 4560 Sample Street		City Burnaby		Province BC	Postal Code V3J 6Q2
Business phone number: (XXX) XXX-XXXX (999) 999-9999		Ext:	Home phone number: (XXX) XXX-XXXX (111) 111-1111	Cell phone number: (XXX) XXX-XXXX (222) 222-2222	
E-mail address: (provide a valid e-mail address) example@example.com		Signature: X		Date signed: (DD-MM-YYYY) 20-04-2017	
Report prepared by: (If the report was prepared by one of the people above, include only their name below)					
3 Position: (With the organization) Accountant (not with the organization)		First name: Sample4		Last name: Sample5	
Address: Unit and Street 7890 Sample Street		City Burnaby		Province BC	Postal Code V3J 3U7
Business phone number: (XXX) XXX-XXXX (333) 333-3333		Ext:	Home phone number: (XXX) XXX-XXXX (444) 444-4444	Cell phone number: (XXX) XXX-XXXX (555) 555-5555	
E-mail address: (provide a valid e-mail address) accountant@example.com		Signature: X		Date signed: (DD-MM-YYYY) 20-04-2017	

The information requested on this form is collected under the authority of the Gaming Policy and Enforcement Branch and the Community Gaming Grants Branch pursuant to the Gaming Control Act. The information provided will be used to assess compliance with the conditions of a gaming event licence and community gaming grant. Questions regarding licensing may be directed to the Gaming Policy and Enforcement Branch. Questions relating to grants may be directed to the Community Gaming Grants Branch.

# ***Capital Project Grant***







# *Capital Project Grant 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***

- ***\$5M Annual Funding***
  - ***Competitive Process***
-

# *Capital Project Grant*



Application intake period:  
TBD; Summer



Notifications: TBD

- One application per year
- Only one grant per project
- Can still apply for regular/annual Community Gaming Grants



# Project Categories



**Facilities** – construction of new facilities; renovation or maintenance of existing facilities  
Purchase new/used buildings, community or childcare facility, recovery house, interior or exterior renovation (kitchen/bathroom/flooring/roof); HVAC system, elevators, tennis bubbles, 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.

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# **Competitive Scoring Process**

## **Community benefit (20%)**

- Describe your project and why it is needed.
- How will your community benefit from this project?

## **Inclusiveness and accessibility (5%)**

- How many people in the community will benefit?
- It is open/inclusive to as many people as possible?

## **Project Feasibility (25%)**

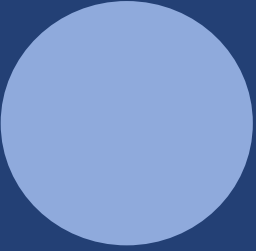
- Project Timeline
- Risk Management Table
- Approvals and Permits
- Operational Viability

## **Financial Considerations (45%)**

- Project Cost
- Project Budget
- Cost Estimates
- Planned Use of Grant Funds
- Matching Funds

## **Environmental efficiency (5%)**

# ***Resources and Contacts***





# Key Resources and Contacts



## **Community Gaming Grants Branch (CGG)**

- Website: <https://gov.bc.ca/gaminggrants>
- General Questions: [communitygaminggrants@gov.bc.ca](mailto:communitygaminggrants@gov.bc.ca)
- Phone: 250-356-1081

## **Community Outreach Manager**

- Email: [CGGOutreach@gov.bc.ca](mailto:CGGOutreach@gov.bc.ca)



## **British Columbia Association of Charitable Gaming (BCACG)**

The BCACG represents charities and community groups by promoting access to gaming revenues that are regulated by the Province of British Columbia and assists with applications.

- Website: <https://bcacg.com>
- Email: [gamingquestions@bcacg.com](mailto:gamingquestions@bcacg.com)

# 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/>
- **Chilliwack – Fraser Valley CCGA**  
<https://fraservalleyccga.ca/>
- **Kelowna – Central Okanagan CGA**  
<http://cocga.com/>
- **Victoria – Charity Works CCGA**  
<http://charityworks.ca/>
- **Comox – Valley CCGA**  
[www.valleycharitablegamingsociety.com](http://www.valleycharitablegamingsociety.com)
- **Vancouver – BCACG**  
<http://bcacg.com>







*Community Gaming Grants*

***Thank You!***

Reach out if you have any questions!

***CommunityGamingGrants@gov.bc.ca***