



Regional recreation grant funding guidelines

Parks and Recreation
101-1101 5 St., Nisku, AB T9E 2X3
p: 780-770-9264 f: 780-955-4765
Andrea@leduc-county.com

Purpose

The regional recreation grant program supports projects and events that enrich and enhance the communities within Leduc County. The program is designed to provide funding support to not-for-profit organizations to create opportunities for Leduc County residents to engage with their communities. The program supports community groups in their pursuit to provide supportive physical and social environments, affordable access to physical activity and increased inclusion to participants who may face recreation constraints.

Eligibility

To be considered for funding, the organization or group must meet the following criteria:

- Applications may be a charitable, not-for-profit society including those registered under the *Societies Act*, *Libraries Act* or *Agricultural Societies Act*.
- Non-registered individuals or groups may apply providing they abide by the rules and conditions provided by Leduc County.
- Programs and events must be publicly advertised and available to residents of Leduc County.
- The event, program or activity must take place in the Leduc County region.
- Applicants must provide event, program or activity budget information.
- Applicants may apply for either an operating grant or a special event/program grant. Only one application will be considered in a given year.
- Any organization or group that is not in good standing with Leduc County may be ineligible for funding.

Eligible groups and projects include, but are not limited to:

- Recreation, athletic and cultural clubs
- Community hall groups
- Community events

Ineligible organizations:

- Municipalities
- For-profit organizations
- Programs or facilities that already receive program or event funding from Leduc County
- Religious organizations, unless they are engaged in a significant project that benefits the entire community

Ineligible expenses:

- Projects currently funded through the school board.
- Clubs/groups/organizations that are not open to the general public.
- Facilities and programs already funded through recreation cost-share agreements between the County and the Village of Warburg, towns of Thorsby, Calmar and Devon and cities of Beaumont and Leduc.
- Renovations or operational expenses.
- Wages to support individuals.
- Fundraising or administration costs.

- Travel costs.
- Retroactive program or event costs.

Grant amounts

- A maximum of \$7,500 base funding will be provided by Leduc County to each of the four established regional recreation zones (New Sarepta, Calmar, Thorsby and Warburg). Funding will be distributed to suitable applicants based on recommendations from community recreation boards or committees. Final funding decisions will be approved by Leduc County Council. If there is not enough suitable applicants, not all funding needs to be distributed.

Assessment criteria

All eligible applicants will be reviewed by the Leduc County Parks and Recreation Advisory Committee. The evaluation of applications will be reviewed using, but not limited to, the following criteria:

- The program or event is of community value and encourages the development of recreation, arts, culture and/or heritage to a broad base of citizens.
- New or expanded opportunities for residents to participate in programs and/or services.
- Contribution to quality of life, community engagement and community development to Leduc County residents.
- Operating assistance priority will be given to new initiatives or groups.
- Viability and sustainability of the initiative.
- Organizational competence.
- Applications may not receive full funding amounts requested.

Conditions of funding

Community groups receiving funds from the regional recreation grant program must:

- Demonstrate they meet the above-listed criteria by completing an application form.
- Funds must be spent within 12 months of being received unless otherwise approved by Leduc County.

The following must be included with your application:

- Organization's most recent financial statement
- Copy of minutes with the motion to submit this application
- Current list of board or committee members
- Outstanding final report forms
- Plan for recognizing Leduc County as a funding organization

Note:

- Applications submitted without this information will be considered incomplete.
- The final report form will require a copy of your project description, project budget and any photos or supporting documents related to this grant.

Application process

Submissions for the Leduc County Arts and Cultural grant program will be accepted from Sept. 1 to Sept. 30, 2021.

- Applications will be reviewed by Leduc County and the Parks and Recreation Advisory Committee.
- Council will review recommendations and award final grant approval in November 2021.
- Application forms are available online at www.leduc-county.com or at the Leduc County Parks and Recreation office (Community and Operations Centre), 1105 5 Street, Nisku.

- Completed applications will be accepted by mail, email or in person at the Parks and Recreation department. Email applications to recgrants@leduc-county.com.
- Please contact Andrea Oneski, Community Program Coordinator, if you have questions about the application process or to make adjustments to submitted applications.
 - Andrea Oneski: 780-770-9264, andrea@leduc-county.com.
- Successful applicants will be required to complete a final report no later than 60 days following the completion of the event, program or activity unless otherwise approved by Leduc County. No additional funds will be awarded until a final report is submitted.

Multiple applications

- Organizations may apply for multiple grant programs with Leduc County. Organizations will only receive one grant, per program, per year. Organizations will not receive funding from multiple grant programs for the same project, event or program.

Advertising available funding

- Leduc County will advertise available funding through the arts and cultural grant program for two consecutive weeks in local community papers and on Leduc County social media pages.