



RECREATION, PARKS & COMMUNITY SUPPORT

TO: Council

DATE: February 23, 2021 **DIVISION:** ALL

FILE: N/A **APPLICATION:** N/A

SUBJECT: Community Recreation Funding Grant Program Policy, C-317

POLICY DIRECTION:

At their January 27, 2021, meeting, the Recreation Governance Committee (RGC) reviewed and passed a motion to recommend the amended Community Recreation Funding Grant Program Policy, C-317, to Council for approval as per Attachment 'A'

EXECUTIVE SUMMARY:

The Community Recreation Funding Grant Program Policy, C-317, has recently undergone a review, and the major amendments to the Policy are:

- Inclusion of Community Enhancement Funds as a new funding class to ensure that opportunities previously provided through the Community Benefits Enhancement Grant Program continue to be available to non-profit organizations in the County.
- The County can apply for grant funds on behalf of the County.
- Applications received after the intake deadline will not be considered.
- Consolidation of Regional and Community Recreation Funding programs to allow RGC to review and prioritize all recreational needs in the County as a whole. Existing, active intermunicipal recreation cost-sharing agreements take precedence over this policy.
- Clarification that organizations applying for more than \$100,000 must present to the Recreation Governance Committee.
- Groups that are not fully accessible to the general public are deemed ineligible. This includes home owners' associations and condo boards.
- Museums are discretionarily eligible when applying for Heritage Awareness Funding under the Community Enhancement Funds grant class.
- Facility rental and recreational programming software are eligible one-time costs.
- The funding criteria in Schedule A may now be amended by the CAO to allow flexibility in clarifying criteria, and in designing a scoring system and weighting scheme for assessing grant applications.
- Matching funds from adjacent municipalities are no longer required for those applicant groups that are located in adjacent municipalities and that provide services to County residents.
- Organizations located in adjacent municipalities must provide matching funding for Operational Community Recreation and Community Enhancement Grants.
- Application evaluation criteria now includes consideration of: alignment with the 2021 Recreation and Parks Master Plan; financial and operational implications for exiting public facilities and services providers in the area; and a group's efforts to source non-County funding.

Other amendments to the policy include clarity of language and application requirements, clarification of definitions, and flow of information. The policy will continue to function as originally intended. Administration seeks Council's approval of the proposed amendments and to rescind the previous Community Benefit Initiative (CBI) Grant Policy C-321.

Administration Resources

Ines Cortada, Recreation, Parks & Community Support



ADMINISTRATION RECOMMENDATION:

Administration recommends that the Community Recreation Funding Grant Program Policy, C-317, be approved, and that Community Benefit Initiatives Grant, Policy C-321, be rescinded, in accordance with Option #1.

BACKGROUND:

Community Recreation Funding Grant Program Policy, C-317, was adopted by Council on April 24, 2012, to establish a framework for Rocky View County to support the recreational and cultural needs of County communities. The previous amendments to the Policy were approved by Council on February 25, 2020. Attachment ‘A’ shows further proposed textual amendments to Policy C-317.

A summary of the proposed amendments to Community Recreation Funding Grant Program Policy, C-317, is outlined in Table 1.

In addition to the proposed amendments to the current program, the CBI Grant will be absorbed into the Community Recreation Grant Program through the inclusion of the *Community Enhancement Funds* as a new funding class. This results in the requirement to rescind the CBI Grant Policy, C-321, as shown in the motion for Option # 1.

Table 1: Proposed Amendments to Policy C-317

Proposed Amendment	Reasoning
The County can apply for grant funds on behalf of the County.	<ul style="list-style-type: none"> Provides flexibility for funding options when the County is directly building, operating, or maintaining recreation facilities, or providing programs for residents.
Applications received after the intake deadline will not be considered.	<ul style="list-style-type: none"> Point of clarification.
Eligible applicants must provide services to County residents	<ul style="list-style-type: none"> Expenditure of Recreation Tax levy funds should benefit ratepayers.
Applicants requesting over \$100,000 must present to the Recreation Governance Committee (RGC) unless deemed unnecessary by the Chair.	<ul style="list-style-type: none"> Clarifying requirement provided in RGC Terms of Reference.
Consolidation of the Regional and Community Recreation Funding streams.	<ul style="list-style-type: none"> As part of Council's adopted recreation governance model, the divisions for recreation services in the County were eliminated. This will provide RGC the opportunity to evaluate and prioritize the recreation needs of the County as a whole. Existing, active intermunicipal recreation cost-sharing agreements will be honored.
Home owners' associations and condo boards are ineligible for funding.	<ul style="list-style-type: none"> Point of clarification. These groups are not fully accessible to the public.
Museums are discretionarily eligible when applying for Heritage Awareness Funding under the Community Enhancement Funds grant class.	<ul style="list-style-type: none"> Allows museums to apply for funding that was previously available through the Community Benefit Initiatives Grant Program.



Proposed Amendment	Reasoning
The following costs related to operating the organization are ineligible for operational and capital grants: salaries, wages, and daily administration.	<ul style="list-style-type: none"> • Clarification of eligible expenses.
Facility rental and recreational programming software are eligible one-time costs.	<ul style="list-style-type: none"> • Clarification of eligible expenses.
A new funding class, Community Enhancement Funds, has been included, with the following categories: Heritage Awareness; Volunteer Development; Arts and Festivals; and Community Beautification.	<ul style="list-style-type: none"> • These funding categories replace those originally available through the Community Benefit Initiatives Grant Program.
A spring application intake for Community Enhancement Grants is specified.	<ul style="list-style-type: none"> • Clarity for applicants.
Organizations may submit just one Community Enhancement Grant application per year.	<ul style="list-style-type: none"> • Clarity for applicants.
Schedule A grant criteria no longer carry the same weight.	<ul style="list-style-type: none"> • Certain criteria are more important than others in determining the rank of a grant in the evaluation process.
Schedule A (Evaluation Criteria) may be amended by the CAO or their designate without undergoing official County policy review process.	<ul style="list-style-type: none"> • Provide flexibility in scoring applications pending approval and implementation of the 2021 Recreation and Parks Master Plan.
Matching funds from adjacent municipalities are no longer required from organizations located in these adjacent municipalities.	<ul style="list-style-type: none"> • Adjacent municipalities do not necessarily have capacity to provide matching funds. This ensures an even playing field for groups serving County residents.
Organizations located in adjacent municipalities must provide matching funding for Community Recreation and Community Enhancement Grants.	<ul style="list-style-type: none"> • Clarification that matching funding is required from groups located in adjacent municipalities.
<p>Under Grant Requirements, two more criteria have been added:</p> <ul style="list-style-type: none"> • unused funds must be returned to the County, and • invoices and expenditures may be subject to verification and audit by the County. 	<ul style="list-style-type: none"> • To increase accountability, financial health, and responsible growth.
<p>Under the References section:</p> <ul style="list-style-type: none"> • Rocky View County's 2021 <i>Recreation and Parks Master Plan</i> has been added as a related plan; • 2020 <i>Recreation Needs Assessment Study</i>; Schedule B, Community 	<ul style="list-style-type: none"> • Clarification of documents referenced in policy, and provision of updated studies and plans. Where possible, hyperlinks have been provided to ensure easy access to the most recent version of these documents and forms.



Proposed Amendment	Reasoning
<p>Operational Assistance Grant (Application Form); Schedule C, Community Capital Assistance Grant (Application Form); and Community Enhancements Grant (Application Form) have been added as other references for the policy.</p>	
<p>A second definition has been provided for “access” meaning “the ability to obtain and/or make use of sources of funding subject to eligibility and application processes outlined in this policy, as the context requires”.</p>	<ul style="list-style-type: none"> • Clarifying definition for applicants’ understanding.
<p>The definition of “capital” has been expanded to include “a one-time facility rental and recreational programming software expense”.</p>	<ul style="list-style-type: none"> • Clarifying definition for applicants’ understanding.
<p>The definition of “recreation” has been updated to reflect what is provided in <i>A Framework for Recreation in Canada 2015</i>.</p>	<ul style="list-style-type: none"> • Consistency with 2021 Recreation and Parks Master Plan.
<p>Definition of “substantial completion” update: “the point in a project where the amenity is fit to be used for its intended purpose. At this point the contractor is entitled to receive full payment for the work, less any amounts retained to secure outstanding items or deficiencies”.</p>	<ul style="list-style-type: none"> • Clarifying definition for applicants’ understanding.
<p>Application evaluation criteria now include consideration of alignment with the 2021 Recreation and Parks Master Plan.</p>	<ul style="list-style-type: none"> • Provide consistency of direction for funding initiatives.
<p>Application evaluation criteria now include consideration of proposed project or program on other community or regional facilities or programs.</p>	<ul style="list-style-type: none"> • Avoid duplication of, and impact on, existing facilities or programs.
<p>Application evaluation criteria now include consideration of a group’s efforts to source non-County funding.</p>	<ul style="list-style-type: none"> • Speaks to the long-term self-sustainability of an organization.

BUDGET IMPLICATIONS:

There are no budget implications at this time.



OPTIONS:

- Option #1 Motion 1: THAT the amended Community Recreation Funding Grant Program Policy, C-317, be approved as per Attachment 'A'.
- Motion 2: THAT the Community Benefit Initiatives Grant, Policy C-321, Attachment 'D', be rescinded.
- Option #2 THAT alternative direction be provided.

Respectfully submitted,

Concurrence,

“Theresa Cochran”

“Al Hoggan”

Executive Director
Community Development Services
IC/rp

Chief Administrative Officer

ATTACHMENTS:

- Attachment 'A' – Proposed Community Recreation Funding Grant Program Policy, C-317
- Attachment 'B' – Redline version of changes to Policy C-317
- Attachment 'C' – Existing Community Recreation Funding Grant Program Policy, C-317
- Attachment 'D' – Existing Community Benefit Initiative Grant Policy, C-321