

## **Community Recreation Enhancement Grant**

Initiated in 2017, the **Community Recreation Enhancement (CREG)** fund recognizes the important contribution made by non-profit organizations in the provision of recreation opportunities and events.

This grant program is designed to support these organizations to support and enhance their ability to deliver recreation services and programs to Red Deer residents where the term “recreation” includes sport, fitness, play, activity, and outdoor pursuits.

**Application opportunities:** April and October annually

### **1. Who is eligible to apply for this funding program?**

To be eligible, applicants must:

- Be a registered non-profit society serving Red Deer in good standing with the Province (i.e., provide proof that annual financials are up to date).
- Be in good standing with The City (i.e., not be in arrears for municipal taxes or utilities, or failed to pay any other municipal charge or invoice).
- Demonstrate that at least 50% of those directly benefiting from the project are Red Deer residents.

Further to the above items, eligible applicants must also:

- Follow and meet submission requirements (i.e., the application must be complete, received by the deadline, in the format required, etc.).
- Have no outstanding past final reports without an approved extension request.

### **2. What are the outcomes that this grant should align with?**

Applicants are required to link their application to at least one of the nine outcomes found in The City’s Social Policy Framework:

- Community Cohesion and Engagement
- Education Opportunity and Attainment
- Equitable Services and Access
- Health and Basic Needs
- Jobs and Wages
- Resilience
- Poverty Prevention and Reduction
- Safety
- Social and Cultural Diversity

**3. How much funding is available through this grant?**

Approximately \$100,000 is available through this community grant program annually; organizations can apply for small micro grant funding of up to \$5,000 per project per intake.

**4. What sorts of projects are eligible for this funding?**

CREG funding supports one-time projects that should generally be completed within six months of receiving funds.

Eligible projects increase:

- opportunities to participate in recreation and/or train volunteers; opportunities for training volunteers; the participants and/or the number of volunteers such as: instructors, board members, coaches and/or officials; and/or the number of diverse populations participating in inclusive programs (age, gender, ethnicity, family status etc.).

Projects can also improve:

- the understanding of reconciliation, equity, accessibility, diversity, and inclusion with local recreation and sport organizations; promote awareness and knowledge of the importance of play, physical activity and physical literacy; enhance the profile of an organization, its services, or its programs; enhance governance of an organization, including renewed bylaws, succession plans for board members, developed policies for operation, and other administrative effectiveness strategies.

They can also fund specialized equipment that enhances recreation opportunities and improve facilities to enable enhanced recreation (barrier-free access) options for participation.

**5. Can groups apply more than once per intake?**

Yes, you are welcome to submit more than one project application per intake if projects are distinct from one another. Applying multiple times does not affect your chance of being selected. However, please note it is unlikely you would be accepted for two separate projects in the same year.

**6. Do you have any specific examples of eligible expenses or projects?**

- Costs related to administrative activities that improve governance. i.e. policy development
- Purchase of specialized equipment
- Program planning, marketing and promotions
- Facility enhancement and non-capital non-permanent structures

You can see many examples of past funded projects by reviewing the Annual Reports posted on this webpage.

**7. Can the grant fund projects that are already in progress or completed?**

No, retroactive funding requests will not be considered. Applications must be received by Recreation prior to project start date.

**8. What are some examples of ineligible expenses?**

- Any expenses not directly related to the project, or retroactive in nature.
- Costs that have a recurring expense related to the operations, programs, services of the organization, insurance or facility rentals.
- Direct support of individual athletes, elite athletes or coaching honorariums.
- Costs charged by the City for expenditures for events, facility rentals, development, or service delivery.
- Duplication from other City of Red Deer Grant opportunities.
- Professional development for paid employees or coach certifications focused beyond the Training to Compete Stage of Long-Term Athlete Development (LTAD).
- Capital projects – construction or renovation of permanent structures that cannot be moved or removed.

**9. What's an honorarium?**

In Canada, an honorarium is a voluntary payment for services to an individual who is not a government employee, and to whom payments are not legally or traditionally required.

Honorariums are not meant to be used frequently or as a mechanism to deliver a program, particularly on an ongoing basis.

**10. What reporting requirements are there for these grants?**

Successful applicants agree to submit an online report using SmartSimple that speaks to if the project outcomes were realized, how this success was measured, the number of volunteer hours the project involved and the receipts showing the expenses and how the funds were used.

**11. When are the final reports due?**

April Funding - Report due by November 30

Fall Funding - Report due by May 31

**12. What happens if we don't use all the funds?**

- If less than \$500 is unexpended, groups can, with approval, reallocate them to something else that aligns with the intention of the grant.
- If more than \$500 remains, funds are to be returned to The City to reallocate back to the reserve.

**13. How can I learn more about this grant?**

Visit [www.reddeer.ca/recreationgrants](http://www.reddeer.ca/recreationgrants) for more details and to access the application and reporting forms.

The Application Guide outlines the key aspects of the Community Recreation Enhancement Grant.

Virtual Information Session are offered each intake. You can RSVP to attend these session at [www.reddeer.ca/recreationgrants](http://www.reddeer.ca/recreationgrants)

**14. How can my organization apply?**

Eligible applicants are invited to apply online via the SmartSimple platform. Printed and hand-delivered applications are not accepted for this grant.

The following documents are available on The City's website:

Application Guide  
Link to online SmartSimple platform  
Using SmartSimple Q & A Backgrounder

Applications will be received two times per year.

Completed applications must be submitted prior to the deadlines noted on the website and updated Application Guide of the funding year.

Staff are available to review applications up to three days prior to the deadline.

For more information, please contact:

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Community & Public Relations  
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