

COMMUNITY RECREATION ENHANCEMENT GRANT



GRANT APPLICATION GUIDE

2017

A

INTRODUCTION

The City of Red Deer encourages recreation and community organizations to provide a wide variety of recreation opportunities across the community.



B

A DEFINITION OF RECREATION

Recreation is important.

Recreation remains a fundamental human need in all ages and stages of life. People participate in recreation activities for fun, enjoyment, fitness and health, social interaction, creative expression, a desire to connect with nature, relaxation, and to enhance their quality of life.

Recreation is defined by the *Pathways to Well-being: A Framework for Recreation in Canada in 2015*, as: the experience that results from freely chosen participation in physical, social, intellectual, creative and spiritual pursuits that enhance individual and community well-being.

“Research demonstrates that recreation, active living and sport contribute to the physical and mental well-being of individuals, families and communities.”

– Active Living Alberta 2011 - 2021

C

THE RECREATION, PARKS AND CULTURE DEPARTMENT

In Red Deer, the Recreation, Parks and Culture Department is mandated to support quality of life for all citizens of Red Deer by ensuring people have access to recreation, parks and culture* resources.

Department priorities include:

- Continuing to support physical and social environments that help people explore their creativity and adopt healthy, active lifestyles throughout the life course.

- Providing leadership, support, encouragement, information, policies and programs that facilitate full participation in recreation and culture* by people of all abilities across all settings.
- Ensuring the provision of supportive physical and social environments that encourage participation in leisure activities and build strong caring communities.

**culture programs and services are supported through Culture Fee-For-Service Grant Program*

D

THE PARTNERSHIP

The City of Red Deer recognizes the important contribution made by non-profit recreation organizations in the provision of recreation. As such, the grant is designed to provide support to these organizations to improve their ability to deliver recreation services and programs to Red Deer residents. For the purposes of this grant, the term “recreation” includes sport, fitness, play, activity and outdoor pursuits.

E

THE RESOURCE

The City of Red Deer Recreation, Parks and Culture Department has approximately \$100,000 per year to allocate through the Community Recreation Enhancement Grant.

Maximum application amount: \$5,000 per application.

(This maximum amount will be reviewed in 2019.)

F

THE GRANT

This grant is designed so applicants have an open opportunity to receive financial support to fund initiatives deemed important by your organization.

The grant application process itself is meant to be easy and supportive and intended to create identifiable improvement in the local recreation community.

These positive changes can be accomplished through a number of strategies including the hosting of sport or recreation events, training volunteers, purchasing specialized equipment, developing marketing campaigns, attracting new participants from diverse populations, etc.

The positive enhancement or identifiable improvement may include:

- a) Opportunities to participate in recreation
- b) Opportunities for training volunteers and staff
- c) The number of participants
- d) The number volunteers, staff, coaches and/or officials
- e) The number of diverse populations participating in a program (age, gender, ethnicity, family status, etc.)
- f) The training-standard of volunteers, staff, coaches and/or officials
- g) The profile of an organization, its services, or its programs
- h) Governance of an organization, including renewed bylaws, succession plans for board members, developed policies for operation, and other administrative effectiveness strategies
- i) Available specialized equipment that enhances recreation opportunities
- j) Awareness and knowledge of the importance of play, physical activity and physical literacy
- k) Facility improvement which enables enhanced recreation (accessibility)

ELIGIBLE APPLICANTS:

To apply, applicants must:

- a) Be a registered non-profit organization in good standing
- b) Submit completed application forms by the deadline (Form A and Form B)
- c) Contribute to at least one of the nine Community Goals as listed in the Social Policy Framework (see page 6)
- d) Demonstrate that at least 50% of those directly benefiting from the project are Red Deer residents
- e) Agree to report on changes that occur due to the grant funding as required

Eligible applicants may submit more than one application per deadline date.

INELIGIBLE PROJECTS:

- Capital – major structures and renovations to structures that are not moveable or removable.
- Costs charged by the City expenditures for events (e.g. Public Works charges for street closures, others).
- Duplication from Bid Red Deer submissions.
- Expenses which have:
 - limited long-term benefit to the community;
 - are a regular or recurring expense related to the operations, programs or services of the organization
- Direct support to individual athletes and/or elite athletes
- Coach certification(s), which can be funded from other sources

G APPLICATION PROCESS

Applications will be received two times per year. Application deadlines:

DATE	FUNDING AVAILABLE BY
April 1, 2017	May 31, 2017
October 1, 2017	November 30, 2017

For this application to be considered, the following attachments must be included:

- Completed Grant Application - Form A
- Completed Budget - Form B

Incomplete or late applications may not be considered.

All applications will be considered together. There are no specific categories for funding.

The City of Red Deer reserves the right to fund all, some or none of the submitted applications despite availability of funding.

The City of Red Deer reserves the right to suspend, interrupt, cancel or reschedule this grant application process at any time.

H

APPEAL

The Recreation, Parks and Culture Department will consider appeals only in instances where the appellant believes there has been an error in fact or error in process in the handling of their submission. Disagreement with a final funding decision in itself does not warrant an appeal.

APPLICATION DATE	APPEAL DEADLINE
April 1, 2017	May 15, 2017
October 1, 2017	November 15, 2017

An appeal form is available online in advance of the appeal deadline for applicants who wish to appeal.

I

REPORTING

Successful applicants will be required to submit a report within 60 days of the specified project completion date that addresses the following:

1. **Did the project proceed as planned?** Yes or No.
If no, explain the variation.
2. **How do you know the project contributed to at least one of the Social Policy Framework's nine Community Goals?**
3. **A completed form** showing submitted budget compared to Actual budget.
4. **Receipts** - Provide proof of expenditure that will satisfy The City's audit requirements (i.e. invoice and bank statement or processed cheque, receipt).



J

RETURN OF FUNDING CLAUSE

Funding that is awarded through this grant program, but not expended as per the submitted *Budget – Form B*, will be returned to The City for re-investment through this grant with the reporting document.

ADDITIONAL RESOURCES

There are resources available to applicants when developing their application. These resources – local, provincial, and national - provide perspective on the broad role played by recreation in the community.

The Social Policy Framework recognizes community goals approved by Red Deer City Council. Generally, recreation contributes to these recognized community goals in many ways. The chart below briefly outlines this alignment.

The other additional resources listed (G.2-G.9) provide current thinking in a variety of areas on a national or provincial level. Local recreation offerings could benefit by or contribute to these models and frameworks.

G.1. THE SOCIAL POLICY FRAMEWORK

Please refer to the Social Policy Framework when completing your application.

SOCIAL POLICY FRAMEWORK	COMMUNITY GOALS	RECREATION
COMMUNITY COHESION AND ENGAGEMENT	We have strong personal, family, neighbourhood and community connectors, and we are engaged in the community, providing a sense of belonging and contributing to our quality of life.	Recreation gatherings and pursuit of interests in one's free time connects people to each other, to their neighbours and helps to build a sense of belonging for individuals, families and community. Pursuing and having access to varied recreation opportunities is fundamental to having a high quality of life.
EDUCATIONAL OPPORTUNITY AND ATTAINMENT	We have access to quality and diverse learning opportunities and programs throughout our lives.	Through recreation, learning occurs through out peoples' lives both informally through the bringing together of people, learning of new skills and aptitudes, and formally through certifications and training at levels across the spectrum.
EQUITABLE SERVICES AND ACCESS	We have fair and equitable access to neighbourhood and community assets and services such as libraries, schools, parks, recreational facilities, transportation and internet.	The provision of recreation facilities and services is a shared commitment from the municipality and hundreds of non-profit organizations throughout the community. There is high level of access to a wide variety of recreation services and facilities including free spaces in parks.
HEALTH AND BASIC NEEDS	We lead healthy and dignified lives, with basic physical, mental, emotional, and spiritual needs consistently met.	Research demonstrates that recreation, active living and sport contribute to the physical and mental well-being of individuals, families and communities.
JOBS AND WAGES	A broad range of employment and related opportunities exist to support upward economic mobility and provide sufficient wages in an equitable manner, so that individuals and families can afford a dignified standard of living and have opportunities to contribute to the well-being of others.	Spending on recreation creates jobs, fosters tourism, and makes communities more attractive places to live, learn, work, play and visit. Jobs include coaching, officiating, parks management and operation, and spin off jobs in the tourism area when people travel to compete, recreate in the outdoors, or spectate at an event. Volunteering can transfer job training skills and networking that can lead to employment.
POVERTY PREVENTION AND REDUCTION	Supportive systems are available to help prevent us from experiencing poverty and secure lasting economic stability and security.	Access to free or low cost recreation activities is an important part of the recreation delivery in Red Deer. Programs and services provided by non-profits to waive fees or provide additional support to participants is a key part of the recreation delivery system. The contribution made by volunteers continues to reduce the actual costs of service delivery in diverse recreation programming. This contribution reduces the cost of delivery to Red Deer residents.
RESILIENCE	We are prepared to respond to recover from crisis. Our vulnerability to hazards is reduced, and impacts of natural hazards, emergencies and crisis on our lives are minimized.	An recognized outcome of recreation is improved health, well-being and resilience throughout life.
SAFETY	We live, work, learn and play in a safe and secure community and contribute to the actual and perceived safety and security of ourselves and others.	The bringing together of people through recreation activities creates a social connection and builds a sense of belonging. When neighbours know each other, there is an increased likelihood of safety within the community.
SOCIAL AND CULTURAL DIVERSITY	We respect and celebrate the diverse perspectives and backgrounds of all.	People of all origins can benefit by and becoming involved in recreation. Efforts to reduce language barriers and provide safe and encouraging orientation to recreation are crucial to supporting this diversity.

ADDITIONAL RESOURCES *Continued*

The following additional resources are referenced so that applicants are aware of them and increase awareness of how they might align with current or future programs and services. Consideration to incorporate or align your project to the principals or elements of these documents is not required.

G.2. HIGH FIVE

Five principles of healthy child development that are essential for quality programs:

- 1) A Caring Adult
- 2) The opportunity to make Friends
- 3) The opportunity to Play
- 4) The opportunity to Master Skills
- 5) The opportunity to Participate

G.3. HIGH FIVE - SPORT

G.4. 40 DEVELOPMENTAL ASSETS FOR HEALTHY DEVELOPMENT OF CHILDREN

G.5. PHYSICAL LITERACY

The motivation, confidence, physical competence, knowledge and understanding to value and take responsibility for engagement in physical activities for life.

G.6. PATHWAYS TO WELLBEING

A Framework for Recreation in Canada 2015

The Framework describes 5 goals & priorities for action:

- 1) Foster active living through physical recreation
- 2) Increase inclusion and access to recreation for populations that face constraints to participation
- 3) Help people connect to nature through recreation
- 4) Ensure the provision of supportive physical and social environments that encourage participation in recreation and build strong, caring communities
- 5) Grow and sustain the capacity of the recreation field

G.7. ACTIVE LIVING ALBERTA 2011 – 2021

G.8. THE ALBERTA SPORT PLAN

Albertans enjoy a high quality of life, improved health and wellness, strong communities, economic benefits and personal fulfillment through recreation, active living and sport.

G.9. THE NATIONAL COACHING CERTIFICATION (NCCP)

