COMMUNITY GAMING GRANTS WORKSHOP PRESENTATION

David Sheach
executivedirector@bcacg.com
604.568.8649/604.751.2217 (cell)
www.bcacg.com / www.fvccga.com

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Introduction

- Key Resources

Guidelines – Eligibility Criteria

- 9 sections
- Tips and Advice

Questions/Comments

- Floor is open

❖ **Please read through the program [Guidelines](). It explains the criteria that applicants must meet to be eligible for a Community Gaming Grant.**

- Utilize the resources available to you when putting together your grant application:
    - CSCD website ([http://www2.gov.bc.ca/gov/content/sports-culture/gambling-fundraising/gaming-grants/community-gaming-grants]())
    - Community Gaming Grants Branch
        - General - [communitygaminggrants@gov.bc.ca](), or call 1-800-663-7867
        - Community Outreach Manager – [CGGOutreach@gov.bc.ca]()
    - BCACG ([http://bcacg.com/]()) and Local CCGAs
    - BCAAFC ([https://www.bcaafc.com/index.php/member-services/gaming-grants]())
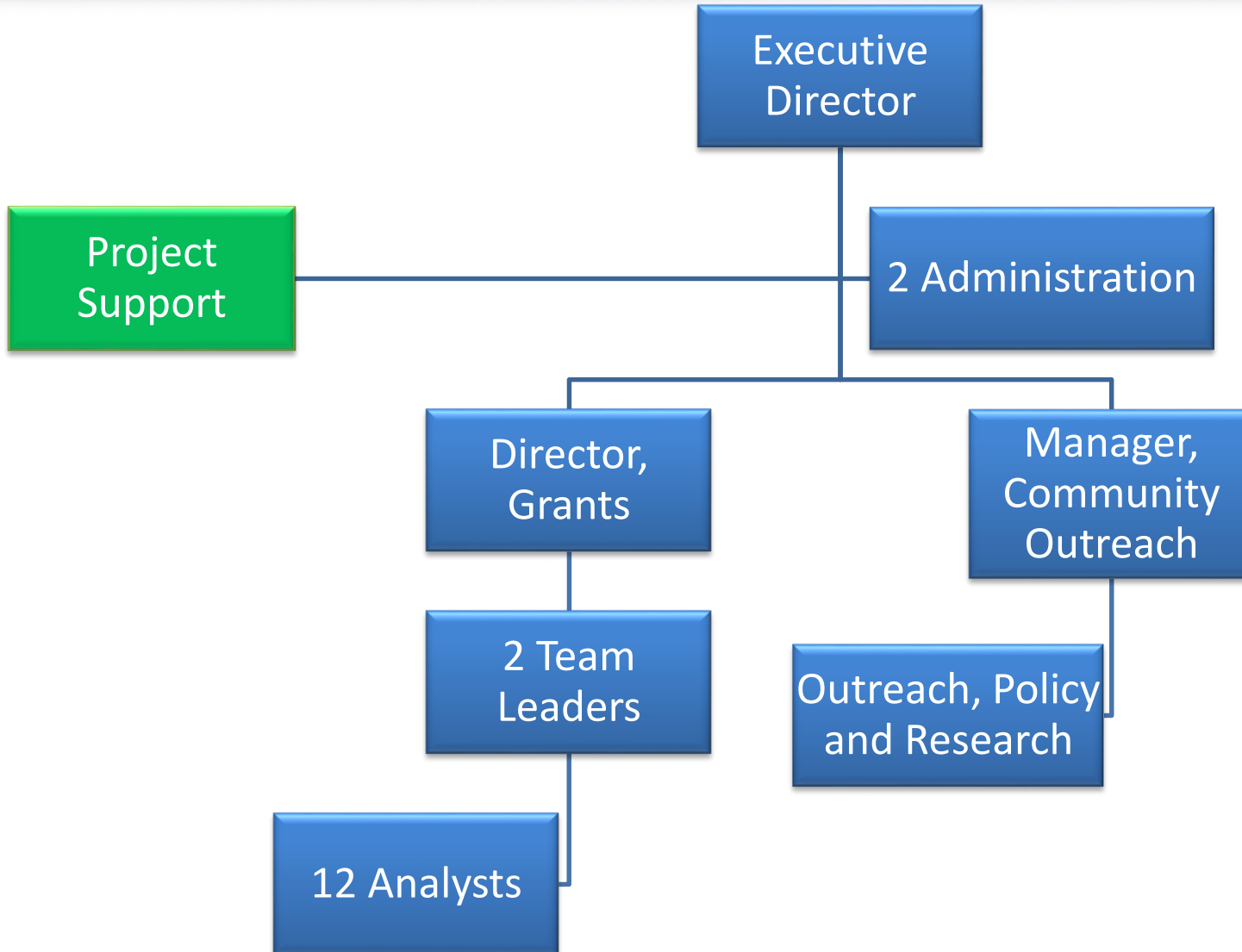
- Fair and equitable access for all eligible not-for-profit organizations in BC to funding for the direct delivery of approved programs to their communities

- Ministry of Community, Sport and Cultural Development

- Last year the Community Gaming Grants branch:

  - Processed 5,500+ applications;

  - Managed 4,800+ emails; and

  - Distributed $135 million to B.C. not-for-profit community organizations

BRITISH COLUMBIA

Executive Director

Project Support

2 Administration

Director, Grants

Manager, Community Outreach

2 Team Leaders

Outreach, Policy and Research

12 Analysts

Program Delivery Level	Maximum Grant Amount Available
Local organizations	Up to $100,000 per year
Regional organizations	Up to $225,000 per year
Provincial organizations	Up to $250,000 per year

BRITISH COLUMBIA

3.1 – Is my organization eligible to apply?

✓ Not-for-profit

✓ > double voting members to board members

✓ Board members:

  ✓ Democratically chosen

  ✓ 2/3 of our board members reside in BC

  ✓ Volunteers who do not receive remuneration

• Documents to submit
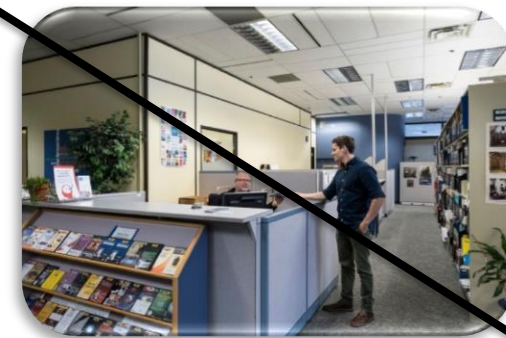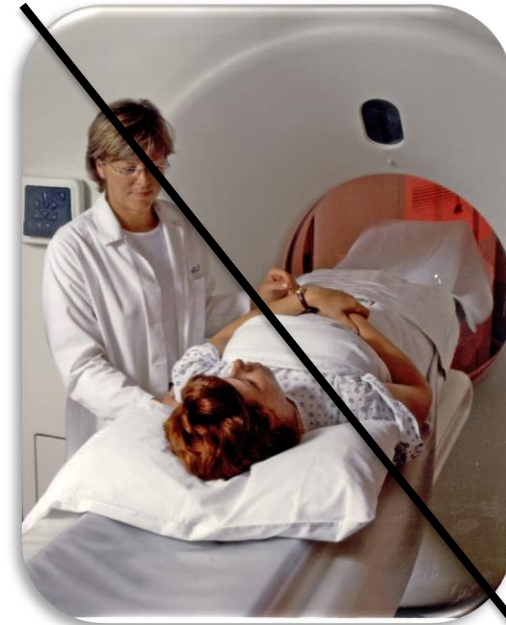
BRITISH COLUMBIA

3.2 –   Some common examples of organizations that **<u>do not</u>** meet eligibility requirements:

☒ Governments;

☒ Hospital, medical or health care facilities; or

☒ Provincial or municipal facilities, such as libraries, museums, galleries or recreation centres

3.3 –   Organizations must provide programming in one of the six sectors below.

Arts and Culture	Sport
Environment	Public Safety
Human and Social Services	Parent Advisory Councils (PACs) and District Parent Advisory Councils (DPACS)

3.4 – PACs and DPACs

- PACs are eligible to receive $20 per student annually

- All DPACs are eligible to receive $2,500 each year

3.5 – Service Clubs

- A service club is eligible to apply for a Community Gaming Grant under the Human and Social Services sector

- Service clubs should review section 3.5 of the Guidelines

- See Appendix III for an example list of service clubs in BC

4.1 – Is the program (or programs) we provide eligible for community gaming grant funding?

✓ Existing program - At least 12 months

✓ Clear community benefit - Numbers, statistics

✓ Accessible and inclusive - Open wherever possible

✓ Sustainable - Community support (In kind, sponsors, letters)

4.2 – Special events

4.3 – Scholarships and bursaries

7.9 – Minor Capital Projects

BRITISH COLUMBIA

Program Description

- Be clear, concise and direct
    - What you do, how you do it and how often
    - Use headings

- Community benefit
    - Numbers, statistics
- Accessibility and inclusiveness
    - Open wherever possible
- Sustainability
    - Community support (In kind, sponsors, letters)

- Describe in detail how grant funds will be used

4.4 –   Common examples of programs that **do not** meet eligibility requirements:

❌ Financial assistance to individuals;

❌ Vocational training; or

❌ Programs delivered on contract, or programs delivered under a funding agreement

5.1 and 5.2 – Do our financials stack up?

- ✓ Gaming Bank Account

- ✓ Gaming Account cheques

- ✓ Not earned more than $250,000 in the past 12 months through licensed gaming activities

- ✓ Federal and/or provincial government funding ≤75% of the total **program cost**

- ✓ <50% of previous fiscal year's operating expenses on hand

5.1 – The 75% rule explained:

- Federal and/or provincial government funding $\leq$75% of the total program cost

- Why?

  – Overdependence on funding

  – Community support

5.2 – The 50% rule explained:

- <50% of previous fiscal year's operating expenses on hand

Gaming funds

Current liabilities (excluding deferred revenue)

Current cash assets and investments

Internally restricted funds

Externally restricted funds

Actual operating expenses

100
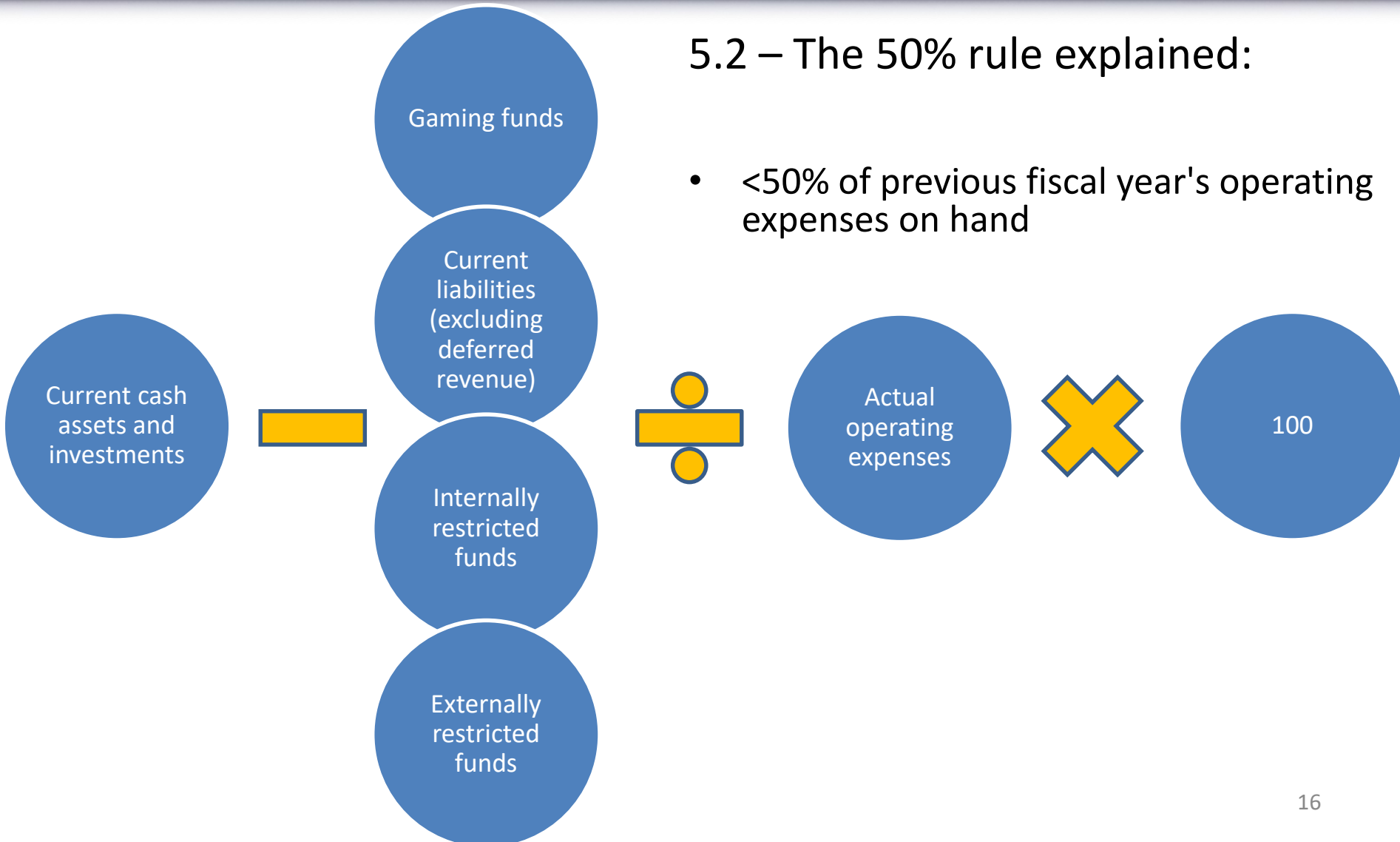
Financial Statements Required

- Organization:

  – Balance sheet for previous fiscal year

  – Revenue and expense statements for previous fiscal year and all notes pertaining to financial statements

  – Current fiscal year's budget

  – Next fiscal year's budget

  – Gaming Account Summary Report

- Program:

  – Revenue and expense statements for previous fiscal year

  – In-kind summary report if claimed

  – Budget for current fiscal year

  – Budget for next fiscal year

6.2 –   Which application form should we use?

Year Submitting and Application *(For the same program and same level of funding)*	Type of Application Form
Year 1	Regular
Year 2	Regular
Year 3	Short
Year 4	Short
Year 5	Regular

- PACs and DPACs must use the PAC/DPAC application form and submit an application form that confirms its existence

18

6.3 –   When do we apply?

Arts and Culture

- Apply February 1 – May 31
- Notification by August 31

Sport

- Apply February 1 – May 31
- Notification by August 31

Environment

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

Public Safety

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

Human and Social Services

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

PACs and DPACS

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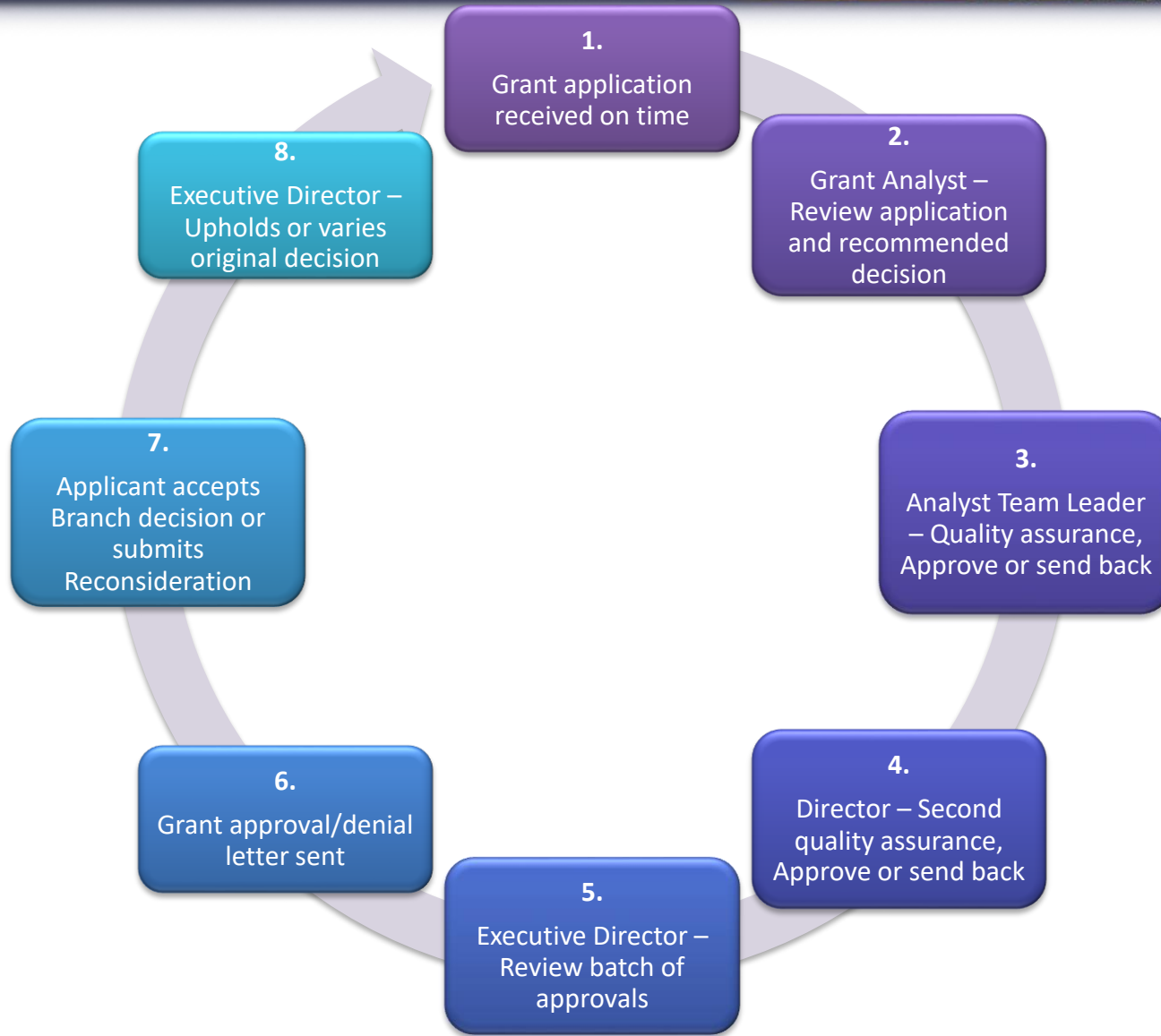- Notification by September 30

BRITISH COLUMBIA

6.4 – Submitting a complete application:

- Only complete applications will be processed

- Use the Pre-Application Checklists available on the CSCD website

6.5 – Reconsiderations:

- Reconsideration requests should only be made in cases where the applicant believes an error was made

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1.
Grant application received on time

2.
Grant Analyst – Review application and recommended decision

3.
Analyst Team Leader – Quality assurance, Approve or send back

4.
Director – Second quality assurance, Approve or send back

5.
Executive Director – Review batch of approvals

6.
Grant approval/denial letter sent

7.
Applicant accepts Branch decision or submits Reconsideration

8.
Executive Director – Upholds or varies original decision

7.1 –   Appropriate use of funding:

- Grant funds must be used within BC to cover costs essential to the direct delivery of the approved program

7.4 –   PACs and DPACs:

- Think extra-curricular and students only

7.8 –   Disbursement of funds:

- With the exception of PACs, grant funds must be disbursed within 12 months

8.1 –   Grant Conditions:

- All grant recipients are accountable for the funds they receive and must comply with the conditions outlined in Appendix VIII of the [Guidelines](#) document

- All conditions must be satisfied before another grant application is considered

8.2 –   Acknowledgement of funding

- "We acknowledge the financial support of the Province of British Columbia"

- Guidelines

- Pre-Application Checklists (Appendices V, VI and VII of the Guidelines)

- Save all required documents as PDFs in a separate folder that can be easily attached to your gaming grant application

- Read your previous year's grant approval/denial letter and address all points in a Cover Letter

- Try to mirror the formatting of CSCD financial statements available online

- Apply early in the intake period. Applications are processed as they arrive

Questions/Comments?

Contact Information

– Community Gaming Grants Branch

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  • Community Outreach Manager – CGGOutreach@gov.bc.ca

– BCACG (http://bcacg.com/) and Local CCGAs

– BCAAFC (https://www.bcaafc.com/index.php/member-services/gaming-grants)