

VULCAN COUNTY POLICY NO. 12-2215

Effective: January 1, 2012
Cross Reference: MTN 2011-02-22
Amended: March 7, 2012 MTN 2012-03-06
Amended: July 4, 2012 MTN 2012-07-06

Recreation Funding Policy

Approved By Vulcan County Council



Recreation and Culture Funding Policy

PURPOSE

A wide range of recreation activities is important to the quality of life enjoyed by Vulcan County residents. County Council encourages recreation, leisure and cultural participation that is affordable and accessible to all. This policy is designed to provide, in accordance with the Municipal Government Act a fair and equitable method to distribute recreation and culture funding grants.

It is the intent of Council that the Recreation and Culture Funding Policy, which incorporates funding programs, is for the benefit of the County's residents.

The following will guide and govern decisions made by the County about how funds within its control are used to invest in recreation and culture within the region.

DEFINITIONS

Recreation – an activity related to team or individual sports and development. Recreation facilities include swimming pools, golf courses, skating rinks, curling rinks, arenas, beaches, baseball diamonds, sports fields, community parks and trails as well as other facilities which endorse recreation. Recreation programs include baseball and soccer programs, public swimming, swimming classes, water safety, public skating, and gymnastics, as well as other programs which endorse recreation.

Culture – a connection between individuals and their natural heritage and human history, including the arts. Cultural facilities include museums, community halls, performing arts theatres, and other cultural facilities as well as other facilities which endorse culture. Cultural programs include public speaking, drama, aboriginal interpretation, concerts, bands and/or other programs which may be deemed to have a significant cultural content.

Operating Costs - expenses associated with administering a recreation facility, and/or cultural program, event or facility, and/or recreation program on a day to day basis.

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Minor Capital Projects - projects with costs between five thousand (\$5000.00) and twenty five thousand (\$25,000) that add new space or alter the programmed design or function of space or building systems, including related fixed equipment, and site development improvements.

Major Capital Projects - projects with costs over twenty five thousand (\$25,000) that add new space or alter the programmed design or function of space or building systems, including related fixed equipment, and site development improvements.

PROCEDURE

1. The County will support public recreation and culture within the region that meets real local need and delivers public benefit in three separate ways; namely it will support:

- a. operating costs of facilities and/or programs if and where needed;
- b. minor capital costs; and
- c. major capital projects.
 - i. With respect to operating costs, it will attempt to provide grants in a manner consistent with the proportion of use of a facility and/or program that is attributable to County residents, at a level consistent with its ability to do so, and vary these grants with the degree of local support and region wide benefit that the facility or program exhibits.
 - ii. With respect to minor capital recreation costs, it will provide support to all of the eleven facilities identified in its Regional Recreation Facility Strategy on a short term basis, at a level consistent with its ability to do so, and provide grants in a manner consistent with the elements of that Strategy, which include need, efficacy and local support. (*See Addendum A*).
 - iii. With respect to minor capital cultural costs, it will provide support at a level consistent with its ability to do so, and provide grants consistent with the elements of local need, and local support.
 - iv. With respect to the major capital projects, it will consider multi-year commitments of grants to support projects as outlined in the Regional Recreation Facility Strategy at a level consistent with its ability to do so, and also consistent with local support, need and efficacy. (*See Addendum A*)

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- v. With respect to major capital cultural costs, it will provide support at a level consistent with its ability to do so, and provide grants consistent with the elements of local need, and local support.

2. Requirements for Applications

- a. Applicants for both recreation and cultural operating support must apply through their local Recreation Board and applications shall include but not limited to;
 - i. A brief description of the facility or program;
 - ii. Budget;
 - iii. Financial statements; and
 - iv. Details of user residency; including local residents, County residents, residents from other communities, and from outside the region.

- b. Applicants for both recreation and cultural minor capital support must apply through their local Recreation Board and applications shall include but not limited to;
 - i. A description of the facility, program or project;
 - ii. Details of the proposed lifecycle of the project;
 - iii. Information on the project outcome; this may include increases of quantity of users, lengthened usable life of the facility, and increased safety;
 - iv. Details of user residency; including local residents, County residents, residents from other communities, and from outside the region;
 - v. A verified estimate of the capital costs of the project;
 - vi. A schedule on how the project will be financed including community financial support, fundraising, corporate sponsorship, donated material and equipment, and volunteer labor; and
 - vii. Upon completion of the project a report will be submitted to the Vulcan County illustrating details of how the project was financed.

- c. Applicants for both recreation and cultural major capital support must apply through their local Recreation Board and applications shall include but not limited to;
 - i. A description of the facility, program or project;

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- ii. Details of the proposed lifecycle of the project;
- iii. Information on the project outcome; this may include increases of quantity of users, lengthened usable life of the facility, and increased safety;
- iv. Details of user residency; including local residents, County residents, residents from other communities, and from outside the region;
- v. A verified estimate of the capital costs of the project;
- vi. A schedule on how the project will be financed including community financial support, fundraising, corporate sponsorship, donated material and equipment, and volunteer labor; and
- vii. Upon completion of the project a report will be submitted to the Vulcan County illustrating details of how the project was financed.

IMPLEMENTATION

- a. Requests for funding will be sent to each applicants local area recreation board where they will be reviewed by the recreation board and categorized as operating, minor capital or major capital funding.
- b. Recreation boards will in turn direct the applications with their recommendations to the County no later than September 30th of each year.
- c. Applications must include the Recreation board's full budget and latest copy of their approved financial statements.
- d. Council will consider the Recreation Boards recommendations and approve grants to the Recreation Boards as they see fit.
- e. Grants will then be allocated to each of the Recreation Boards as soon in the calendar year as possible and these grants are to be applied to only the projects identified by Council.
- f. Approved Recreation funding will be raised through a Special Levy Tax Bylaw.
- g. Approved Culture funding will be raised through the general mill rate.



Box 180
 Vulcan, Alberta
 T0L 2B0
 P: 403.485.2241
 Fax: 403.485.2920

Vulcan County Recreation Funding Application

DEFINITIONS

RECREATION – AN ACTIVITY RELATED TO TEAM OR INDIVIDUAL SPORTS AND DEVELOPMENT. RECREATION FACILITIES INCLUDE SWIMMING POOLS, GOLF COURSES, SKATING RINKS, CURLING RINKS, ARENAS, BEACHES, BASEBALL DIAMONDS, SPORTS FIELDS, COMMUNITY PARKS AND TRAILS AS WELL AS OTHER FACILITIES WHICH ENDORSE RECREATION. RECREATION PROGRAMS INCLUDE BASEBALL AND SOCCER PROGRAMS, PUBLIC SWIMMING, SWIMMING CLASSES, WATER SAFETY, PUBLIC SKATING, AND GYMNASTICS, AS WELL AS OTHER PROGRAMS WHICH ENDORSE RECREATION.

CULTURE – A CONNECTION BETWEEN INDIVIDUALS AND THEIR NATURAL HERITAGE AND HUMAN HISTORY, INCLUDING THE ARTS. CULTURAL FACILITIES INCLUDE MUSEUMS, COMMUNITY HALLS, PERFORMING ARTS THEATRES, AND OTHER CULTURAL FACILITIES AS WELL AS OTHER FACILITIES WHICH ENDORSE CULTURE. CULTURAL PROGRAMS INCLUDE PUBLIC SPEAKING, DRAMA, ABORIGINAL INTERPRETATION, CONCERTS, BANDS AND/OR OTHER PROGRAMS WHICH MAY BE DEEMED TO HAVE A SIGNIFICANT CULTURAL CONTENT.

OPERATING & MINOR AND MAJOR CAPITAL ASSISTANCE FUNDING

ORGANIZATION INFORMATION

Date: Click here to enter text. Contact Name: Click here to enter text.
 Organization Name: Click here to enter text. Telephone Number: Click here to enter text.
 Mailing Address: Click here to enter text. Email Address: Click here to enter text.

FACILITY/PROJECT INFORMATION

1. Please provide a description of your project/program

[Click here to enter text.](#)

2. Please indicate the number of people who utilize your facility, amenity, or program, for which funding is being sought who reside in:

- Vulcan County within your Recreation District: [Click here to enter text.](#)
- Towns/Villages located in your district: [Click here to enter text.](#)
- Vulcan County outside Recreation District: [Click here to enter text.](#)
- Outside Vulcan County boundaries: [Click here to enter text.](#)



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3. What is the proposed life cycle of your project/program?

Click here to enter text.

4. Please provide the benefits this project will provide to Vulcan County residents

Click here to enter text.

FINANCIAL DETAILS

1. TOTAL AMOUNT OF REQUESTED FUNDING:

Click here to enter text.

3. Please list your estimated expenditures

Estimated Expenditures	Cost
Click here to enter text.	\$Click here to enter text.
Click here to enter text.	\$Click here to enter text.
Click here to enter text.	\$Click here to enter text.
Click here to enter text.	\$Click here to enter text.
Click here to enter text.	\$Click here to enter text.
Click here to enter text.	\$Click here to enter text.
Click here to enter text.	\$Click here to enter text.
Click here to enter text.	\$Click here to enter text.
Click here to enter text.	\$Click here to enter text.
Click here to enter text.	\$Click here to enter text.
Click here to enter text.	\$Click here to enter text.
Click here to enter text.	\$Click here to enter text.
Click here to enter text.	\$Click here to enter text.
Click here to enter text.	\$Click here to enter text.
Click here to enter text.	\$Click here to enter text.
Click here to enter text.	\$Click here to enter text.
Click here to enter text.	\$Click here to enter text.
Total	\$Click here to enter text.



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4. Contributions to Project/Program

Contributions	Hours	Totals
Volunteer Work	Click here to enter text.	\$Click here to enter text.
a. Labour	Click here to enter text.	\$Click here to enter text.
b. Site Superintendent	Click here to enter text.	\$Click here to enter text.
c. Click here to enter text.	Click here to enter text.	\$Click here to enter text.
d. Click here to enter text.	Click here to enter text.	\$Click here to enter text.
	Click here to enter text.	\$Click here to enter text.
Equipment Donation	Click here to enter text.	\$Click here to enter text.
a. Click here to enter text.	Click here to enter text.	\$Click here to enter text.
b. Click here to enter text.	Click here to enter text.	\$Click here to enter text.
c. Click here to enter text.	Click here to enter text.	\$Click here to enter text.
d. Click here to enter text.	Click here to enter text.	\$Click here to enter text.
		\$Click here to enter text.
Fundraising		\$Click here to enter text.
a. Click here to enter text.	Click here to enter text.	\$Click here to enter text.
b. Click here to enter text.	Click here to enter text.	\$Click here to enter text.
c. Click here to enter text.	Click here to enter text.	\$Click here to enter text.
d. Click here to enter text.	Click here to enter text.	
Donations		
a. Click here to enter text.	Click here to enter text.	\$Click here to enter text.
b. Click here to enter text.	Click here to enter text.	\$Click here to enter text.
c. Click here to enter text.	Click here to enter text.	\$Click here to enter text.
d. Click here to enter text.	Click here to enter text.	\$Click here to enter text.
Grants		
a. Click here to enter text.	Click here to enter text.	\$Click here to enter text.
b. Click here to enter text.	Click here to enter text.	\$Click here to enter text.
c. Click here to enter text.	Click here to enter text.	\$Click here to enter text.
d. Click here to enter text.	Click here to enter text.	\$Click here to enter text.
Total		\$Click here to enter text.



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SUPPORTING DOCUMENTS

The following documents MUST be attached

- Quotes for the Project
- Organizations most recent financial statements
- List of Organizations Members and/or Representatives
- Other documents required for further clarification (as requested)

Print Name

Title

Date

Signature of Applicant

Letters of request MUST be signed by the designated signing authority for their organization



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d. Click here to enter text.	Click here to enter text.	\$Click here to enter text.
	Click here to enter text.	\$Click here to enter text.
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a. Click here to enter text.	Click here to enter text.	\$Click here to enter text.
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c. Click here to enter text.	Click here to enter text.	\$Click here to enter text.
d. Click here to enter text.	Click here to enter text.	\$Click here to enter text.
		\$Click here to enter text.
Fundraising		\$Click here to enter text.
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