



REPORT

To: Rural Budgets Administration Committee

Date: March 6, 2020

From: Lyle Smith, Chief Financial Officer

Subject: **2020 Rural Recreational and Cultural Grants-in-Aid - Eligibility Review**

RECOMMENDATION #1:

That the Rural Budgets Administration Committee determine which 2020 Recreational and Cultural Grants-in-Aid applications are eligible to be considered for funding under the Recreational and Cultural GIA policy; further,

That the Committee invite those eligible applicants to attend the Spring Allocation meetings as scheduled below:

Electoral Area 'B' and 'C'	April 20, 2020	Cecil Lake Community Hall
Electoral Area 'E' West	April 21, 2020	Chetwynd & District Recreation Centre
South Peace Sub-Regional	April 22, 2020	Cutbank Community Hall

RECOMMENDATION #2:

That the Rural Budgets Administration Committee determine which grant applications, if any, will be provided with a grant through alternative funding options; further, that should the Committee authorize any such grants that the appropriate funding source be identified.

BACKGROUND/RATIONALE:

The purpose of this report is to provide the Rural Budgets Administration Committee with the necessary information to determine the merit and eligibility for funding of each Recreational and Cultural Grants-in-Aid (GIA) application. Staff have reviewed each applicant's not-for-profit status, financial request, project details, and provided all supporting documentation. This information, along with potential alternate funding options and staff assessment notes, has been compiled for the Committee in the attached Summary of Applications sheets.

In prior years, the Electoral Area Directors for Area E and Sub-Regional pre-allocated a percentage of requested grant amounts to each eligible applicant before the spring allocation meetings, leaving only a portion of the total allocation budget to be distributed collectively. The attached summary sheets for Area E and Sub-Regional include an additional column for pre-allocated amounts, calculated at 75% for requests equal to or less than \$10,000, or 50% for requests greater than \$10,000. Electoral Area Directors for Area B and Area C have chosen to allocate 100% of the total budget allocation collectively at the spring allocation meetings.

This year, the Regional District received a total of 41 GIA applications and a total request for funding of \$794,121.43. The total amount requested in Electoral Area B is \$283,357.03, Electoral Area C is \$81,915.30, Electoral Area E is \$191,647.73 and South Peace Sub-Regional is \$237,201.37.

Staff Initials:

Dept. Head:

CAO:

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ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

Each year, the Electoral Area Directors determine a budget amount to be allocated for Recreational and Cultural GIA as part of the budget process. The 2020 amounts listed below will be included as a commitment in Recreation and Cultural Facilities Grant, Function 280(F280) and Sub-Regional Recreation, Function 221 (F221), as part of the 2020 Draft Budget scheduled to be ratified by the Regional Board on March 26th, 2020.

- \$130,000 Electoral Area B (F280)
- \$ 50,000 Electoral Area C (F280)
- \$103,000 Electoral Area E (F280)
- \$200,000 South Peace Sub-Regional (F221)

COMMUNICATIONS CONSIDERATION(S):

1. Staff will send written correspondence to applicants whose applications are eligible to be considered for GIA funding, inviting them to attend the spring allocation meeting in their area.
2. Staff will send written correspondence to applicants whose applications are not eligible to be considered for GIA funding.
3. Staff will send written correspondence to applicants whose applications have been referred for consideration of grant funding from other grant programs.

OTHER CONSIDERATION(S):

Each Electoral Area Director received a copy of all GIA applications and summary sheets pertaining to their areas for review before the Rural Budget Administration Committee on March 19, 2020.

Attachments:

1. GIA Summary of Applications Sheets – Area B, Area C, Area E and Sub-Regional

2020 Area B Rural Recreational & Cultural GIA - Summary of Applications

2020 Area B Rural Recreational & Cultural GIA - Summary of Applications													FUNDING OPTIONS			
Organization name	Projects	Capital Costs Requested	Insurance Cost	Total Request	Total Project Cost	Recommendation from the GIA Meeting	Directors Recommendation	Financials/Project Budget/Quotes - Received	Annual Report	Meets Eligibility	Assessment Notes	GIA	PRA	GAS TAX	OTHER	
Buick Creek Community Club	Insurance, gravel improvements to hall yard, new roof over entrance to hall	\$ 5,357.39	\$ 3,034.00	\$ 9,871.89	\$ 9,871.89			✓	✓	✓	Meets Eligibility; all GIA funds claimed	✓				
Cache Creek Community Club	Build all accessible outhouse	\$ 6,000.00	\$ 1,000.00	\$ 7,000.00	\$ 6,400.00			✓	Not applicable has not applied since 2014	✓	Meets Eligibility; no unclaimed GIA has not applied since 2014. Option to fund from Gas Tax Recreational Infrastructure	✓	✓			
Cecil Lake Recreation Commission	Insurance, improvements to playground, bleachers, ball diamonds & dugouts, waste bins, Ongoing exterior & interior improvements - siding and kitchen	\$112,297.00	\$ 5,000.00	\$ 117,297.00	\$ 117,297.00			✓	✓	✓	Meets Eligibility; all GIA funds claimed; Option to fund Playground fencing, bleachers, ball diamond & dugouts (\$86,896) Gas tax - Recreation Infrastructure; Option to fund Bins & siding (\$25,401) with PRA #3 (Halls, trails, walking paths);	✓	✓	✓		
Golata Creek Recreation	Minor improvements to washrooms, doors, and furnace		\$ 850.00	\$ 2,850.00	\$ 2,850.00			✓	✓	✓	Meets eligibility; unclaimed GIA 2016 \$1894.09; Society has not applied for GIA since 2016	✓				
Goodlow Community Club	Cement floor for Gazebo; improvements to concession	\$ 13,700.00	\$ 710.00	\$ 19,810.00	\$ 19,810.00			✓	✓	✓	Meets Eligibility; Unclaimed 2016 GIA \$8023.16 to be used for groundwork necessary for ball diamonds in 2020; Options to fund concrete portion of the Gazebo from Gas Tax Recreation Infrastructure.	✓		✓		
King's Valley Christian Camp	Insurance; improvements to cabins, siding, fire pit, wash house and sound equipment	\$ 7,401.44	\$ 10,929.60	\$ 29,031.04	\$ 29,031.04			✓	✓	✓	Meets Eligibility; Unclaimed 2019 GIA \$7621.50 claim pending;	✓				
Montney Recreation Commission	Insurance, sewer and lagoon improvements, park benches, restoration of Montney Heritage Church; large outdoor ashtray for hall, commercial cleaning equipment.	\$ 12,000.00	\$ 3,162.00	\$ 16,662.00	\$ 16,662.00			✓	✓	✓	Meets eligibility ; Unspent GIA \$22,809.70 2019 GIA \$17,500, 2018 GIA \$4,623.28, 2017 GIA \$686.42; Society anticipates using all funds by Dec. 31, 2020	✓				
North Peace 4 H District Council	Insurance; Purchase livestock panels and gates to upgrade cattle show ring at NPFF grounds	\$ 2,238.00	\$ 662.00	\$ 2,900.00	\$ 2,900.00			✓	✓	✓	Meets Eligibility; all GIA funds claimed; portion of request (\$2,238) is to install structures in Cattle Ring at NPFF grounds - Staff have confirmed that these will belong to NP4H as they are removable, the society is seeking support for panels due to safety issues	✓				
North Peace Fall Fair	Build shell of new addition for Adeline Kelly Building, improvements to bathrooms	\$ 40,400.00	\$ 2,600.00	\$ 21,500.00	\$ 71,215.50			Financials and quotes provided, no budget, total project cost based on quotes submitted	✓	✓	Total request \$43,000 cost shared between Area B & C 50/50 split; Meets eligibility; unclaimed GIA 2019 (Area C) \$1,599.25 will be used for upgrades. Option to fund capital projects with Gas Tax Recreational facilities networks.	✓		✓		
North Peace Historical Society	Large Scale High Definition scanner and oil field mats	\$ 24,438.40		\$ 12,219.20	\$ 24,438.40			✓	✓	✓	Total request \$24,438.40 cost shared between Area B & C 50/50 split; Meets Eligibility; all GIA funds claimed, printer to be used to preserve and digitize historic newspapers articles and archives, oil field mats are to be used for historic outdoor equipment	✓				
Osborn Community Hall	Insurance only		\$ 930.00	\$ 930.00	\$ 930.00			✓	None - no projects went ahead; only claimed insurance.	No	Meets Eligibility; Unclaimed GIA \$22,234.47 - 2015 \$2830.05 reallocated to roofing project in 2019; 2016 \$1656.42, 2018 \$1678, 2019 \$16070. Society only applying for Insurance in 2020 pending results of assessment studies and future of facility; Organization has trouble completing projects due to lack of contractors and volunteers.	✓				
Rock of Ages Bible Camp	Insurance, gravel improvements to RV sites and camp road, side two existing buildings, purchase cooler and Kitchen range, water pump	\$ 5,000.00	\$ 3,800.00	\$ 21,300.00	\$ 21,300.00			✓	✓	✓	Meets Eligibility; Unclaimed 2019 GIA is \$3,386.23 will be used in 2020 to purchase more underground electrical cable; Option to fund purchase of commercial range (\$5,000) through Gas Tax	✓		✓		
Rose Prairie Community Curling Centre	Improvements to walls and ceiling in ice rink for better acoustics	\$18,160	\$ 3,826.00	\$ 21,986.00	\$ 47,738.55			✓	✓	✓	Meets Eligibility; unclaimed 2019 GIA is \$1,729.75 to be used to complete drainage of lines and shed by Spring 2020; Option to fund improvements to wall with gas tax \$18,160	✓		✓		
Subtotals		\$246,992.23	\$ 36,503.60	\$ 283,357.13	\$ 370,444.38	\$ -	\$ -									

Note: North Peace Fall Fair, North Peace Historical share with Area B & C

Director's Annual Commitments	Total Requested Amount	Meeting Recommendation	Directors Recommendation
North Peace 4-H District Council	\$ 1,000.00		
Area B Rural Bursary	\$ 2,000.00		
Youth Travel	\$ 1,500.00		
Totals	\$ 4,500.00	\$ 283,357.13	\$ -

REQUESTED Amounts March 19, 2020	
Total Fund	\$ 130,000.00
Total COMMITTED	\$ 4,500.00
Total Available	\$ 125,500.00
Minus Requests	\$ 283,357.13
Total	-\$ 157,857.13

2020 Area C Rural Recreational & Cultural GIA - Summary of Applications												FUNDING OPTIONS			
Organization Name	Projects	Capital Costs Requested	Insurance Cost	Total Request	Total Project Cost	Recommendation from the GIA Meeting	Director's Recommendation	Financial Statements/Project Budget/Quotes	Annual Report	Meets Eligibility	Assessment Notes	GIA	PRA	GAS TAX	OTHER
Charlie Lake Community Club	Insurance, new gate at entrance	\$ 6,300.00	\$ 4,500.00	\$ 10,800.00	\$ 10,800.00			✓	✓	✓	Meets eligibility, unclaimed GIA \$12,419.32 - 2018GIA \$82.56, 2019 GIA \$12,336.76; 2019 project not completed due to issues with time and weather, will be completed in 2020.	✓			
Lake point Golf & Country Club	Insurance premiums and air conditioning unit in Kitchen.	\$ 16,891.50	\$ 20,504.60	\$ 37,396.10	\$ 38,685.50			✓	✓	✓	Meets eligibility, 2019 GIA unclaimed \$26,753.24 - project not completed due to insufficient time in 2019, funds should be used by end of February 2020. Options to fund air condition unit from Gas Tax in amount of \$13,141.50	✓		✓	
North Peace Fall Fair	Build shell of new addition for Adeline Kelly Building, improvements to bathrooms	\$ 40,400.00	\$ 2,600.00	\$ 21,500.00	\$ 71,215.50			Financials and quotes provided, no budget, total project cost based on quotes submitted	✓	✓	Total request \$43,000 cost shared between Area B & C 50/50 split; Meets eligibility; unclaimed GIA 2019 (Area C) \$1,599.25 will be used for upgrades. Option to fund capital projects with Gas Tax Recreational facilities networks.	✓		✓	
North Peace Historical Society	Large Scale High Definition scanner and oil field mats	\$ 24,438.40		\$ 12,219.20	\$ 24,438.40			✓	✓	✓	Total request \$24,438.40 cost shared between Area B & C 50/50 split; Meets Eligibility; all GIA funds claimed, printer to be used to preserve and digitize historic newspapers articles and archives, oil field mats are to be used for historic outdoor equipment	✓			
Subtotals		\$ 88,029.90	\$ 27,604.60	\$ 81,915.30	\$ 145,139.40	\$ -	\$ -								

Note: North Peace Fall Fair, North Peace Historical with Area B & C

Director's Annual Commitments		Requested Amount		Meeting Recommendation		Directors Recommendation	
Area C Rural Scholarship	\$ 1,000.00						
Youth Travel	\$ 1,000.00						
Totals	\$ 2,000.00	\$ 81,915.30	\$ -	\$ -			

REQUESTED Amounts March 19, 2020	
Total Fund	\$ 50,000.00
Total COMMITTED	\$ 2,000.00
Total Available	\$ 48,000.00
Minus Requests	\$ 81,915.30
Total	\$ -33,915.30

2020 Area E Rural Recreational & Cultural GIA - Summary of Applications

2020 Area E Rural Recreational & Cultural GIA - Summary of Applications													FUNDING OPTIONS			
Organization name	Projects	Capital Costs Requested	Insurance Cost	Total Request	Total Project Cost	Director's Recommended (75% for \$10k and under, 50% for over \$10k)	Final Recommendation	Financial Statements/Project Budget/Quotes	Annual Report	Meets Eligibility	Assessment Notes	GIA	PRA	GAS TAX	OTHER	
Camp Emile	Operational costs - utilities, snow plowing, improvement to camp road			\$ 23,028.00	\$ 26,128.25	\$ 11,514.00					Meets eligibility, 2019 project not completed more funding is necessary, applying to NDIT for shower house and cistern, 2020 GIA if approved will help with operating costs.	✓				
Chetwynd & District Rod & Gun Club	Painting ceiling, New Workshop Bldg, New 5 Stand Controller System for Machine House, New Light Warning System Rifle Range, New Grounds Care Equip., New Remotes for Clay Shoots, New Battue Machine, New Interior Lights	\$ 42,697.90	\$ 1,830.00	\$ 47,257.89	\$ 47,257.89	\$ 23,628.95		✓	✓	✓	Meets Eligibility; all GIA funds claimed; last capital items in budget proposed - Options to fund improvements to facility (shop, interior lights project and portion of grounds equipment) from Gas tax, Recreational Infrastructure	✓		✓		
Chetwynd Electric Eels	Operational Cost - pool rent, replace aging equipment - fins, snorkles & blocks		\$ 156.00	\$ 15,000.00	\$ 28,000.00	\$ 7,500.00		✓	✓	✓	Meets Eligibility; Unclaimed 2019 GIA \$10,000	✓				
Chetwynd Gymkhana Club	Operational costs		\$ 510.00	\$ 3,659.84	\$ 8,950.00	\$ 2,744.88		✓	✓	✓	Meets Eligibility; Unclaimed GIA \$3,836.84 - 2016 GIA \$63.08, 2019 GIA \$3773.76. All unused funds will be claimed in 2020.	✓				
Chetwynd Social Planning Society	Host Circus North Camp		\$ 250.00	\$ 8,000.00	\$ 17,500.00	\$ 6,000.00		✓	✓	✓	Meets Eligibility; All GIA funds claimed	✓				
Foothills Team Roping	Purchase cattle squeeze chute and panels; purchase fencing panels		\$ 500.00	\$ 12,500.00	\$ 12,500.00	\$ 6,250.00		✓	✓	✓	Meets Eligibility; 2019 GIA unclaimed \$35.00; Note this project is for improvements to the pens at PV Exhibition which are rented by Foothills.	✓				
Little Giant Figure Skating	Operational costs - arena fees, coaching certification and training, program supplies and incentives		\$ 2,245.00	\$ 15,000.00	\$ 54,541.18	\$ 7,500.00		✓	✓	✓	Meets Eligibility; all GIA funds claimed	✓				
Little Prairie Heritage Society	Operational costs and purchase of lawn mower.	\$ 4,000.00	\$ 2,000.00	\$ 10,125.00	\$ 12,425.00	\$ 5,062.50		✓	✓	✓	Meets Eligibility; Total unclaimed GIA is \$9,541.52, 2019 GIA \$5,776.73, 2018 GIA \$3,452.91; 2017 GIA \$311.98. Society has been applying for operational costs since 2017; however given the amount of unclaimed GIA it would seem they are over estimating their annual costs. No quote provided for lawnmower email sent Mar 2, 2020	✓				
Moberly Lake Community Association	Operational costs - insurance, community outreach posters and historical acknowledgements, maintenance of postal box services to ensure public access, general facility maintenance where needed.	\$ 1,500.00	\$ 3,900.00	\$ 3,900.00	\$ 12,441.00	\$ 2,925.00		✓	✓	✓	Meets Eligibility; Unclaimed GIA \$3762.84 - 2019 \$2788.95; 2017 GIA \$973.89. Society indicates unclaimed funds will be used by end of February.	✓				
Pine Valley Exhibition Park	Purchase skid steer	\$ 70,765.00	\$ 2,760.00	\$ 73,525.00	\$ 73,525.00	\$ 36,762.50		✓	✓	✓	Meets Eligibility; unclaimed GIA \$6021.29 - 2019 GIA \$3785.80, 2018 GIA 2235.49 funding to be used in 2020; Options to fund major capital item (skid steer) using PRA	✓	✓			
Pine Valley Seniors	Insurance		\$ 2,680.00	\$ 2,680.00	\$ 2,680.00	\$ 2,010.00		✓	✓	✓	Meets eligibility, unclaimed 2019 GIA \$120 will be utilized in 2020	✓				
Sagittawa Christian Camping Society	Purchase commercial lawn mower		\$ 25,000.00	\$ 10,000.00	\$ 10,096.80	\$ 7,500.00		✓	✓	✓	Meets Eligibility, all GIA funds claimed	✓				
Subtotals		\$118,962.90	\$ 41,831.00	\$ 191,647.73	\$ 269,820.07	\$ 119,397.83	\$ -									

Director's Annual Commitments		Requested Amount	Director's Pre-Allocation	Final Recommendation
Electoral Area E Bursaries	\$	1,000.00		
Youth Travel	\$	2,000.00		
Totals	\$	3,000.00	\$ 191,647.73	\$ 119,397.83

REQUESTED Amounts March 19, 2020	
Total Fund	\$ 103,000.00
Total COMMITTED	\$ 3,000.00
Total Available	\$ 100,000.00
minus Recommended Amount	\$ 119,397.83
Total	-\$ 19,397.83

2020 Sub-Regional Rural Recreational & Cultural GIA - Summary of Applications

FUNDING OPTIONS

Organization Name	Projects	Capital Costs Requested	Insurance Cost	Total Request	Total Project Cost	Director's Recommended (75% for \$10k and under, 50% for over \$10k)	Final Recommendation	Financial Statements/Project Budget/Quotes	Annual Report	Meets Eligibility	Assessment Notes	GIA	PRA	Gas Tax	Other
Bessborough Community Club	Operational costs - utilities & insurance; replace doors to hall		\$ 4,431.00	\$ 8,000.00	\$ 8,000.00	\$ 6,000.00		✓	✓	✓	Meets Eligibility; all GIA funds claimed	✓			
Cutbank Community Club	Operating costs - insurance, propane, hydro, janitorial, general maintenance		\$ 7,755.00	\$ 19,881.00	\$ 60,631.97	\$ 9,940.50		✓	✓	✓	Meets eligibility, all GIA funds claimed	✓			
DC Sportsman's Club	Insurance, promotional, jr. shooting and archery programs and supplies, computer supplies,		\$ 12,500.00	\$ 52,000.00	\$ 52,000.00	\$ 26,000.00		Requested	✓	✓	Meets Eligibility; unclaimed GIA \$39,673 no claims made against 2018 or 2019 GIA allocations, Annual Report indicates ground has been too wet in past couple of years to start on indoor range (2018 GIA) but hopes to have it completed in the next 5 yrs.	✓			
DC Youth Centre/The ARK	General operating costs - insurance, utilities, general maintenance		\$ 9,483.00	\$ 15,000.00	\$ 151,700.00	\$ 7,500.00		✓	✓	✓	Meets Eligibility; all GIA funds claimed	✓			
Doe River Recreation Commission	General Operations & maintenance; purchase DVD player, cell phone booster for hall; tables; replace sinks and taps in ladies washroom; exterior storage container; rodeo grounds & fencing		\$ 5,975.00	\$ 9,214.67	\$ 11,400.00	\$ 6,911.00		✓	✓	✓	Meets Eligibility; all GIA funds claimed; reapplying for rodeo grounds & fencing, playroom DVD and storage container again since did not complete in 2019 due to lack of funding.	✓			
Farmington Community Association	Operational costs for maintenance and insurance of facilities.		\$ 3,500.00	\$ 15,000.00	\$ 22,850.00	\$ 7,500.00		✓	✓	✓	Meets eligibility, 2019 GIA \$11,173.19 has not been claimed	✓			
Groundbirch Recreation Commission	Operating Costs - Insurance		\$ 2,110.00	\$ 2,110.00	\$ 2,110.00	\$ 1,582.50		✓	✓	✓	Meets Eligibility; 2019 GIA \$90 unclaimed, will be used to purchase paint. Note given amount requested Directors may wish to preallocate full \$2110	✓			
McLeod Recreation & Social Services Society	Repairs to existing skating and curling rinks, build storage building for Zamboni, general operating for upkeep and maintenance		\$ 4,285.00	\$ 20,795.70	\$ 23,375.00	\$ 10,397.85		✓	✓	✓	Meets Eligibility; all Gina funds claimed	✓			
Rolla Ratepayers Association	Operational costs - insurance, utilities, maintenance and upkeep		\$ 10,612.00	\$ 20,500.00	\$ 20,500.00	\$ 10,250.00		✓	✓	✓	Meets Eligibility; all Gina funds claimed;	✓			
Sunset Prairie Recreation Commission	Bleachers for sheep & goat ring, KFF event and operational cost	\$ 5,489.56	\$ 7,600.00	\$ 28,900.00	\$ 35,681.39	\$ 14,450.00		✓	✓	✓	Meets eligibility; Unclaimed GIA \$7,5143.72 (2017 GIA \$2,126.23; 2018 GIA \$42.83; 2019 GIA \$5,345.66); Option to fund capital bleacher project \$5489.56 from PRA	✓	✓		
Swan Lake Enhancement Society	Operational - host AGM, tree program and BBQ, signs for walking trail in area.			\$ 800.00	\$ 1,295.40	\$ 600.00		✓	✓	✓	Meets eligibility; all GIA funds claimed. Note given amount requested Directors may wish to preallocate full \$800	✓			
Tomslake Community Cultural Association	Insurance and general upkeep		\$ 3,002.00	\$ 6,000.00	\$ 18,093.87	\$ 4,500.00		✓	✓	✓	Meets eligibility; all GIA funds claimed	✓			
Tomslake & District Recreation Commission	General Operations and new lawn mower	\$ 6,798.40	\$ 1,979.00	\$ 21,000.00	\$ 105,853.00	\$ 10,500.00		✓	✓	✓	Meets eligibility; all GIA funds claimed, option to fund capital item from PRA for Lawn mower (quote provided) ; Note \$90K in budget revenue/expenses comes from PRRD and is paid to subcommittee of TLRC set up to operate the Tate Creek Community Centre.	✓	✓		
Tupper Community Club	General operating costs - insurance, utilities, repairs and maintenance at the hall		\$ 5,500.00	\$ 18,000.00	\$ 18,000.00	\$ 9,000.00		✓	✓	✓	Meets Eligibility; 2018 GIA \$2207.84 unclaimed, project was put on hold due to weather; should be completed in 2020	✓			
Subtotals		\$ 12,287.96	\$ 78,732.00	\$ 237,201.37	\$ 531,490.63	\$ 125,131.85	\$ -								

Director's Annual Commitment	Requested Amount	Director's Pre-Allocation	Final Recommendation
Sub-Reg. Scholarship & Bursary	\$ 3,000.00		
Youth Travel	\$ 1,500.00		
Totals	\$ 4,500.00	\$ 237,201.37	\$ 125,131.85

REQUESTED Amounts March 19, 2020	
Total Fund	\$ 200,000.00
Total COMMITTED	\$ 4,500.00
Total Available	\$ 195,500.00
minus Recommended Amount	\$ 125,131.85
Total	\$ 70,368.15