



Calgary Flames Rink Award Guidelines

What is the Calgary Flames Rink Award?

In partnership with the Calgary Flames Foundation, Parks Foundation Calgary will grant, **once per year**, the Calgary Flames Rink Award. The Calgary Flames Rink Award supports new rink and rink refurbishment/lifecycle projects in Calgary. The project should provide an accessible and inclusive space that enables people to play regardless of background.

What types of organizations are eligible?

Any non-profit organization, club, league, educational institution, or group is eligible for a grant if they:

- Have been a registered non-profit organization for a minimum of 3 years and serve Calgarians
- Have not received a Calgary Flames Rink Award in the past 3 years
- Have objectives and programs related to play, sport development, and/or physical activity
- Have objectives and programs related to accessible and inclusive space

Due to high volumes of applications, not all eligible projects will be approved for funding and projects that are approved may receive less than their requested amounts. Priority will be given to the funding of sports facilities and to projects that have a funding commitment from the applicant, or other confirmed funding sources. Projects that do not receive a Calgary Flames Rink Award, will be considered for the Amateur Sports Grant.

Projects that have commenced or been completed will not be funded retroactively.

We encourage all applicants to contact the Parks Foundation Calgary office to discuss eligibility prior to applying.

All organizations must also apply to Parks Foundation Calgary's Project Support Program *prior* to applying to the Calgary Flames Rink Award. Our Project Support Program provides groups with free accounting services and the following services:

- Creation of a unique fundraising account to deposit and receive donations
- Acceptance of donations on behalf of the project and issuance of tax receipts for eligible donations
- Processing of all approved project expenses
- Providing financial reports for the project upon request
- Fundraising and project planning support

100% of project funds must be deposited into the Project Support Account. This includes both the approved Calgary Flames Rink Award, the portion of project funds provided by the recipient, as well as any funds provided by 3rd parties. These services are provided at *no extra cost* to the organization. Information on the benefits of this program and the application can be found on our website at <https://www.parksfdn.com/project-support-program>.

When is the application deadlines?

The Calgary Flames Rink Award has one intake per year. The 2022 intake deadline is:

- **October 3rd**



Calgary Flames Rink Award Guidelines

How do we apply?

Complete the application form found on the Parks Foundation Calgary website [Calgary Flames Rink Award – Parks Foundation Calgary \(parksfdn.com\)](http://parksfdn.com) by the appropriate deadline. We encourage all applicants to contact the Parks Foundation office with any questions and to discuss project eligibility.

Two copies of your application are required, one (1) hard copy of the application as well as one (1) complete electronic file. Please consolidate your application files into one merged PDF file. Do not submit your application as multiple emails, files, or as a Zip folder.

Hard-copy applications should be mailed or personally delivered to:

Calgary Flames Rink Award
Parks Foundation Calgary
225-13th Avenue SW
Calgary, AB T2R 1N8

Electronic applications should be sent to the Programs Coordinator. Please see the Parks Foundation website for up-to-date contact information.

How are the applications evaluated?

Applications are reviewed and evaluated by Parks Foundation Calgary and the Amateur Sport Grant Committee using the following criteria:

- Demonstrated need for the project
- Over-all impact of the project including the number of user groups it will support
- Essential need for financial assistance as well as, funding commitment from the applicant organization, or other funding sources. It is uncommon for a grant to fund a project in full
- The ability of the organization to assume all operating costs after the project is complete
- Clear support from user groups and wider community (illustrated through support letters)

Recommendations are made to the Parks Foundation Calgary Board of Governors for final approval, after which applicants are notified.

If successful, how do we receive our grant funds?

Parks Foundation Calgary will pay project vendors directly to cover approved expenses outlined in the original Calgary Flames Rink Award application. We will do so using funds deposited in the project's unique fundraising account, opened under the Project Support Program. The Calgary Flames Rink Award funds will be transferred into the project account, as needed, to pay final invoices/expenses.

What are the conditions associated with accepting a grant?

The following conditions are associated with acceptance of the Calgary Flames Rink Award:

1. The Grantee will deposit 100% of their project funds in the Project Support Program project account
2. The Grantee has 24 months to utilize the grant funds
3. The Grantee will complete a program evaluation survey upon project completion



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4. The Grantee has agreed to provide sufficient recognition of the Calgary Flames Rink Award and its funders and administrators, The Calgary Flames, and the Parks Foundation Calgary.
5. The Grantee will submit a short testimonial on what the project meant to their community and the impact it had. This must be done when the project is completed.

How do we get more information?

If you have questions about the Calgary Flames Rink Award please contact the Programs Coordinator. Updated contact information can be found on our website.