



BUILDING COMMUNITIES GRANT Guidelines

Since its establishment in 1985 as a non-profit organization, Parks Foundation Calgary (PFC) has been dedicated to creating thriving communities and public spaces. We exist so all Calgarians can enjoy a healthy lifestyle by providing easily accessible and unique, sport and green spaces.

What is the Building Communities Grant Program?

Since 2009, Parks Foundation Calgary has offered the Building Communities (BC) Grant Program which supports community-led initiatives that develop and enhance Calgary's outdoor spaces. Our goal is to create lasting results by providing knowledge, project support and the tools necessary to build capacity within our Calgary communities. We believe that community-led projects act as a catalyst to increase community cohesion, leadership, and ownership. PFC's Building Communities program has supported more than 180 volunteer driven projects.

The Building Communities Grant program awards grants up to \$30,000 to support capital costs of a community-led park or playground project. In order to apply for the Building Communities Grant, you must first apply for our Project Support Program. Our Project Support Program assists groups with account administration, processing payment of invoices and issuance of tax receipts for project donors. Please visit our Project Support Program webpage to learn more about the benefits of this program and to find the application <https://www.parksfdn.com/project-support-program>.

What types of organizations are eligible?

Those eligible may be any organization, club, educational institution or society that:

- is registered as a non-profit society and has a Certificate of Incorporation
- has objectives relating to parks, active communities, or childhood wellbeing
- is located within the City of Calgary municipal boundaries

Grants are provided to schools, parent associations, community associations and other organizations that meet the eligibility requirements.

What types of Projects are eligible?

- Traditional Playgrounds
- Fitness Parks
- Natural Playgrounds
- Park Revitalization Projects
- Outdoor Classrooms
- Community hubs

Eligible projects are not limited to those listed above. We encourage all applicants to contact the Parks Foundation office with any questions about their projects eligibility. Community garden projects are **not eligible** for the Building Communities grant.

All organizations must also apply to Parks Foundation's Project Support Program *prior* to applying to the Building Communities Grant program. Information on the benefits of this program and the application can be found on our website at <https://www.parksfdn.com/project-support-program>.



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How are applications evaluated?

Applications are reviewed and evaluated by the Building Communities Advisory Committee using the following criteria:

- Social and community need as it relates to parks and community spaces
- Benefit and flexible use of project elements that will allow a variety of demographics to use and feel welcome in the space
- How the project will contribute to innovative and multi-use park amenities
- Essential need for financial assistance
- Project viability and readiness. Grant must be used within 18 months of being awarded.
- The project must be within the Calgary municipal boundaries

The Building Communities Advisory Committee reviews each application using the evaluation criteria outlined above. The review process may take up to 12 weeks to complete. The Committee provides its recommendations to the Parks Foundation Calgary Board of Governors for final approval, after which the applicants are notified.

Are there application deadlines?

Grant applications are accepted three times per year. Application deadlines are:

- **February 1st**
- **May 1st**
- **October 1st - The Calgary Flames Playground Award intake deadline**

The Building Communities Advisory Committee will review project applications 3 times per year using the evaluation criteria above. The Calgary Flames Playground Award will be reviewed and awarded at the final deadline each year.

How do we apply for a Building Communities Grant?

Complete the application form on the Parks Foundation Calgary website at <http://www.parksfdn.com/building-communities/> by the appropriate deadline. We encourage all applicants to contact the Parks Foundation office with any questions or to discuss project eligibility prior to working on your application. See the website for up to date contact information.

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. Do not submit your application as multiple emails, files, or as a Zip folder.

Hard-copy applications can be mailed to:

Building Communities Grant Program
Parks Foundation Calgary
225-13th Avenue SW
Calgary, AB T2R 1N8

All electronic applications must be emailed to the Director of Programs; see website for contact information.



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What are the conditions associated with accepting a grant?

There are main conditions associated with accepting a BC grant:

1. The Grantee shall use the Building Communities Grant funds solely towards the project described in the application within 18 months of approval.
2. The Grantee will complete a program evaluation survey upon project completion.
3. The Grantee has agreed to include in their project design and budget the cost of one or more Parks Foundation Calgary Dedication Benches with a plaque recognizing Parks Foundation Calgary and it's program funders contribution.
4. The Grantee will deposit 100% of their project funds in their Project Support Program account.
5. The Grantee will submit a short testimonial on what the project meant to your community and the impact it had.

How do we get more information?

If you have questions about the Building Communities Grant Program please contact Parks Foundation Calgary at info@parksfdn.com.