

# General Council of Winnipeg Community Centres

## *PROVINCIAL CAPITAL GRANT*

<b>PURPOSE</b>	To provide funding assistance to Community Centres for funding of capital projects such as facility upgrades, renovations, retrofits and safety repairs.
<b>WHO MAY APPLY</b>	Community Centres as recognized by the City of Winnipeg/GCWCC and located within the City of Winnipeg boundaries are eligible for funding.
<b>ELIGIBLE PROJECTS</b>	Only facility areas receiving operating dollars through the Universal Funding Formula are eligible. Projects should provide sustainable recreation, sport and leisure benefits to the community.
<b>GRANT MAXIMUM</b>	\$25,000
<b>APPLICATION DEADLINES</b>	Project proposals are to be submitted to the GCWCC office no later than:  Spring Intake: <b>March 15th</b> Fall Intake: <b>October 15th</b>

## APPLICATION INFORMATION

- The application must be fully completed. **Incomplete applications will not be considered.**
- A copy of the minutes noting Board approval (motion) of the grant application must be attached.
- The application **MUST INCLUDE** all requested financial documents, including the latest monthly statement and last Annual Reviewed Financial Statement.
- The application must include three (3) quotes from Contractors who have City of Winnipeg approved Commercial General Liability Insurance and Workers Compensation Board clearance.
- The Centre must submit **ORIGINAL** invoices prior to receiving the grant funding.
- GCWCC will award no more than **ONE APPLICATION** from a Community Centre within a **12 MONTH PERIOD.**
- Only **ONE APPLICATION PER CENTRE** and **ONE PROJECT PER APPLICATION** will be considered per intake. Dependent on available funding, special consideration may be given to Centres with multiple sites (not including skate buildings). Please contact GCWCC for more information.
- Applications will be reviewed by the Supervisor of Community Centre Maintenance, Municipal Accommodations Division.
- Grant monies awarded must be expended **WITHIN TWO (2) YEARS OF APPROVAL DATE.**
- Community Centre must have attended at least 7 of the past monthly District Community Centre Board meetings.
- Please consult with the GCWCC Facility Coordinator prior to beginning your project.
- Please inform your District GCWCC representative of your project application.

## ELIGIBLE PROJECT COSTS

- Labour
- Materials
- Provincial Sales Tax

## INELIGIBLE PROJECT COSTS

- Direct or indirect operating and administrative costs
- Expendable equipment (e.g. uniforms, sport equipment)
- Outdoor signage
- Improvements to ice rinks/field sheds or site upgrades
- Tractors, snow clearing equipment, ice surfacing equipment
- Regular maintenance costs
- Goods and Services Tax

# GWCCC PROVINCIAL CAPITAL GRANT APPLICATION FORM

NAME OF CENTRE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

PROJECT CONTACT PERSON: \_\_\_\_\_ PHONE: \_\_\_\_\_  
EMAIL: \_\_\_\_\_

ALTERNATE CONTACT PERSON: \_\_\_\_\_ PHONE: \_\_\_\_\_  
EMAIL: \_\_\_\_\_

**PROJECT DESCRIPTION** (Your description must identify the principle activities of your project and how you will organize and implement these activities).

**PROJECT BENEFITS:** (please make special note of projects addressing Inspection Reports)

**DURATION OF PROJECT:**

FROM \_\_\_\_\_ 20\_\_\_\_ TO \_\_\_\_\_ 20\_\_\_\_



## PLANNED EXPENDITURES

Itemize and list project costs (i.e. labour, materials). Attach copies of three quotes.

1.	_____	\$ _____
2.	_____	\$ _____
3.	_____	\$ _____
4.	_____	\$ _____
5.	_____	\$ _____
6.	_____	\$ _____
	PST	\$ _____
	TOTAL	\$ _____

## PROJECT INCOME SOURCES

**IMPORTANT:** INDICATE CONFIRMED SOURCES OF INCOME.

		Confirmed?
Centre's Contribution	\$ _____	Yes ___ No ___
Community Incentive Grant	\$ _____	Yes ___ No ___
Community Places Grant	\$ _____	Yes ___ No ___
Renovation Grant	\$ _____	Yes ___ No ___
Donations	\$ _____	Yes ___ No ___
Other: _____	\$ _____	Yes ___ No ___
<b>GCWCC Capital Grant Request</b>	\$ _____	
<b>TOTAL FUNDING:</b>	\$ _____	

## FINANCIAL SUMMARY

Total Current Assets (include all accounts and investments) \$ \_\_\_\_\_

Committed Funds such as:

- approved major projects (describe) \$ \_\_\_\_\_

- operational costs to the next operating grant \$ \_\_\_\_\_
- outstanding payables (e.g. registration fees) \$ \_\_\_\_\_
- other \_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL COMMITTED FUNDS** \$ \_\_\_\_\_

## COMMUNITY CENTRE BOARD ENDORSEMENT

We certify that the information provided in this application is accurate, complete and endorsed by the Board of Directors of the Centre we represent. We further agree that the General Council of Winnipeg Community Centres will receive a full accounting of any monies granted.

President's signature	Treasurer's signature
President's name (please print)	Treasurer's name (please print)
Date signed	Date signed

**REMINDER: ENSURE ALL OF THE FOLLOWING ARE ENCLOSED:**

- Centre's current monthly financial statement(s)
- Copy of all current bank statements
- Centre's current Reviewed Annual Financial Statement
- Copy of Board Minutes which include a motion to make application to the GCWCC Capital Grant.
- Three quotes
- Written confirmation of approved funding (if applicable)
- Inspection report(s) if applicable.

**INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.**