

Recreation Funding Committee Agenda

May 11, 2021 at 4:00 p.m. – 6:00 p.m.
Location: Bassano Community Hall 610 – 2nd Avenue

1. CALL TO ORDER

2. EXCUSED FROM MEETING

3. ADOPTION OF AGENDA

4. ADOPTION OF MINUTES

4.1 October 26, 2020

5. REPORTS

5.1 Administration Report – May 2021

6. UNFINISHED BUSINESS

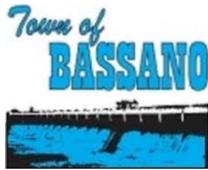
None

7. NEW BUSINESS

- 7.1 2021 Recreation Grant Application Review
- RFC/012021 - Bassano Minor Hockey Association
 - RFC/022021 - Pioneer Damsiters Drop-in Centre
 - RFC/032021 - Bassano Skating Club
 - RFC/042021 - Bassano Golf Club Society
 - RFC/052021 - Prairie Racers Riding Club
 - RFC/062021 - Bassano Curling Club
 - RFC/072021 - Bassano Knox Church
 - RFC/082021 - Bassano & District Centennial Arena

8. OTHER

9. ADJOURNMENT



MINUTES OF THE RECREATION FUNDING COMMITTEE (RFC) – COMMITTEE MEETING HELD IN BASSANO COMMUNITY HALL ON OCTOBER 26, 2020.

COMMITTEE MEMBERS

CHAIR Molly Douglass, County of Newell
VICE CHAIR Irvin Morey, Town of Bassano
MEMBERS Doug Barlow, Town of Bassano
Kelly Christman, County of Newell

STAFF Amanda Davis – Chief Administrative Officer
Sydney Smith – Administrative Assistant

1. CALL TO ORDER

The meeting was called to order by **CHAIR DOUGLASS** at 6:04 p.m.

2. EXCUSED FROM MEETING

None.

3. ADOPTION OF AGENDA

RFC10/2020 Moved by **MEMBER BARLOW** that the October 26, 2020 agenda is approved as presented. **CARRIED**

4. ADOPTION OF MINUTES

4.1 Adoption of minutes from the regular meeting of May 12, 2020.

RFC11/2020 Moved by **MEMBER CHRISTMAN** to approve the regular meeting minutes of May 12, 2020 as presented. **CARRIED**

5. REPORTS

5.1. Administrative Report – Period Ending October 15, 2020.

RFC12/2020 Moved by **MEMBER BARLOW** to accept the Administrative Report as presented and attached to and forming part of these minutes. **CARRIED**

6. UNFINISHED BUSINESS

6.1 RFC Program Review and Revisions

Revised RFC policies and procedures were presented and discussed.

RFC13/20 Moved by **MEMBER MOREY** that the RFC policies and procedures are approved as amended. **CARRIED**

RFC14/20 Moved by **MEMBER CHRISTMAN** that the RFC maintain their request of \$25,000 from each municipality for the 2021 funding cycle. **CARRIED**

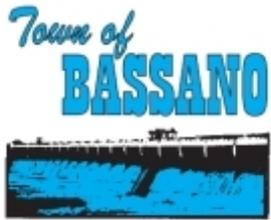
7. OTHER
None.

8. ADJOURNMENT

RFC15/20 Moved by **MEMBER DOUGLASS** for adjournment at 7:59 p.m.

Chair

Chief Administrative Officer



Administrative Report

Meeting: May 11, 2021
 Agenda Item: 5.1

RFC Implementation – 2020

Town administration implemented the recreation grant funding process as outlined by the RFC. Figure 1 outlines the final allocation to each of the applicants in 2020. The Pioneer Damiters were underbudget by \$289. The final carry forward amount for 2021 is \$9,485.

Town of Bassano/County of Newell
 Recreation Funding Committee - 2020 Applications

Application Number	Applicant	Project Title	Funding Requested	Amount Awarded	50% Payment	Follow-up	Final 50%	Difference
RFC/012020	Bassano & District Centennial Arena Society	Bassano Centennial Arena Utility Support	\$ 10,000	\$ 10,000	\$ 5,000	Y	\$ 5,000	\$ -
RFC/022020	Bassano Bowling Club	Painting	\$ 3,655	\$ 3,655	\$ 1,828	Y	\$ 1,828	-\$ 1
RFC/032020	Bassano Curling Club	Operation Costs	\$ 10,000	\$ 10,000	\$ 5,000	Y	\$ 5,000	\$ -
RFC/042020	Bassano Golf Club Society	Operations and Junior Golf Clinic	\$ 7,600	\$ 5,900	\$ 2,950	Y	\$ 2,950	\$ -
RFC/052020	Bassano Minor Ball	Bassano Minor Ball Diamond Maintenance	\$ 7,097	\$ 7,097	\$ 3,549	Y	\$ 3,549	-\$ 1
RFC/062020	Bassano Rodeo Society	Bassano Rodeo Ground Upgrades	\$ 10,000	\$ -	\$ -			\$ -
RFC/072020	Bassano Skating Club	Affordable Skating	\$ 4,800	\$ -	\$ -			\$ -
RFC/082020	Pioneer Damsiters Drop-in Centre	Payment of Utilities and Stripping Wax on Floors	\$ 4,152	\$ 4,152	\$ 2,076	Y	\$ 1,787	\$ 289
RFC/092020	Prairie Racers Riding Club	Working Grounds	\$ 1,000	\$ -	\$ -			\$ -
			\$ 58,304	\$ 40,804	\$ 20,402		\$ 20,114	
		Difference/Carry Forward	-\$ 8,304	\$ 9,196				

Figure 1. 2020 RFC Allocation and Follow-up Summary

Bassano Recreation and Leisure Master Plan

Irv Morey and Amanda Davis presented the Bassano Recreation and Leisure Master Plan to County Council on April 22, 2021 and provided follow-up information for the May 6, 2021 meeting. The Town sought an endorsement of the Master Plan as a form of collaboration to begin working the recreation management with Bassano user groups. Matt Fenske, CAO County of Newell has advised that a motion to endorse the Master Plan was defeated on May 6, 2021. It would be valuable to share a round table discussion related to this project.

Attachments

1. TOB Recreation Update – April 22, 2021 Follow-up
2. Bassano Recreation and Leisure Master Plan



ICF – Recreation Update – Town of Bassano/County of Newell

On April 22, 2021 Town of Bassano Deputy Mayor Irv Morey and Amanda Davis, CAO attended the County Council meeting as delegates to:

1. Provide an update on 2020 recreation outcomes (operating and capital)
2. Introduce the Town of Bassano Recreation and Leisure Master Plan
 - Actionable request – seeking an endorsement of the master plan
 - Actionable request – approval of special project framework for capital
 - Actionable request – approval of an amended operating budget for 2021
3. Provide an update on 2021 recreation objectives (operating and capital)

To supplement the presentation and with respect for the enormous task faced by the County regarding recreation management, we offer an outline to highlight how the first part of the process could unfold with a notice of endorsement for the Bassano Recreation and Leisure Master Plan. There is a common understanding between the parties that the realm of recreation is broad with many stakeholders. A one size fits all approach is not realistic because we aim to find a balance between the business sides and human sides of recreation.

We further acknowledge that each stakeholder has different needs. To ensure we work towards accomplishing the needs of all stakeholders (e.g. Town, County, user groups, and users) we must begin with a discussion centered around a common framework. The Master Plan establishes the baseline to initiate this process. Phase one outcomes are intended to a) reduce operating costs, b) maximize facility usage, and c) support/empower volunteers working through one facility and with one user group at a time.

A *sample* framework is attached to help visualize the process. Prior to any community consultation or engagement with the user groups, the administrations would formalize a questionnaire to clearly define the common goals to be explored. Our methodology is to focus on incremental changes to improve recreation and leisure services and offerings. The process will take time and must be done with careful planning and communication.

Endorsing the Master Plan commits the parties to begin the process and to find solutions. The financial commitment does not exceed the request outlined in the 2021 budget proposal. As we work through the process long-term financial commitments may need to be reassessed.



May 4, 2021

The Town of Bassano and the County of Newell support Recreation and Leisure and the health and wellness it brings to individuals, families, and the community.

Guiding principles outline our commitment to achieving long-term sustainable recreation in the community as stated in the Bassano Recreation and Leisure Master Plan. It is our responsibility to be good stewards of public funds and to invest wisely in our people and in our communities.

The Recreation and Leisure Master Plan is a tool. It sets the foundation for us to work together to better understand recreation and culture services/needs in the Bassano. It is our goal is to work with each board or user group to find ways to lower facility operating costs and to maximize facility usage through collaborative efforts.

To begin this process, we will explore each organization's operating history. The information will be gathered and logged into an individualized business plan where we assess all the opportunities and weaknesses. Together, we will analyze the information and prepare a recommended course of action and next steps. The Town's council appointed recreation representative and a member of the administrative team will work with the individuals to answer each of the questions listed below.

Organizational Background

- When was your organization formed?
- Describe your organization's mandate.
- Who does your organization serve?
- Describe how your organization is managed (e.g. volunteers or municipal staff).
- Describe what need you are filling within the community.
- Describe how your organization markets is serves.
- Does your organization operate under or in conjunction with another authority?
- Describe your organization's operating system (e.g. hours of service).
- Is the operating agreement with your organization and the Town active?
- Describe any operational challenges that is faced by your organization.

Financial Planning

- Does the organization adopt and annual operating budget?
- Does the organization have a multi-year capital plan?
- Does the organization have any funds in reserves?
- Describe how your organization is funded (e.g. user fees, grants, donations).
- Describe what actions your organization has taken to find operational efficiencies. A few examples are listed below:
 - Utilities
 - Insurance

Bassano Recreation and Leisure
“Making Ideas Happen”

- Volunteer labour
- Hours of operation
- Increase services
- New service offerings
- Describe your organizations user fee structure. How often is the user fee structure assessed?
- Describe the greatest financial opportunity facing your organization.
- Describe the greatest financial threats facing your organization.
- Has your organization applied for recreation grant funds?

Users

- Describe your current user profile (e.g. age/demographic)
- How is sustainable usership defined within your organization?
- In the past five-years how has your usership changed (increased, decreased, unchanged)? What caused this change?
- Describe in your view if your program is viable.

Programming

- Describe your program mandate.
- Describe what program success looks like to your organization.
- Describe the greatest program opportunities facing your organization.
- Describe the greatest program threat facing your organization.

Partnerships

- Describe any active partnerships your organization is involved in.
- Describe your organization’s view of a partnership with the Town of Bassano and County of Newell.
- Finally, describe what success looks like to your organization.

As we begin the development of the business plans, the Town and the County can focus on identifying shared needs and expectations.



BASSANO, ALBERTA

Recreation and Leisure Master Plan

Strategic Priority (G2 - T5)
2021

Phone 403-641-3788
Email cao@bassano.ca



“Making Ideas Happen”

Greatness does not just happen; it is the result of concerted effort implementing a shared vision for the future.

We meet the needs of ALL of a diverse community. We top all of the healthy living lists and are looked at as an example of “excellence” in recreation and leisure. We are seen as an essential department in the community. We have an orientation to the FUTURE.

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Recreation & Culture Introduction

Recreation is the experience that results from chosen participation in physical, social, intellectual, creative, and spiritual pursuits that enhance individual and community wellbeing. Some of our happiest and most valued experiences happen with friends and family members while participating in recreation and cultural activities. Recreation and cultural facilities are places where we improve our personal health and wellbeing, where we meet our friends and where we demonstrate interest in our community and region.

Realizing the value of recreation and cultural services to the area, a prudent strategic plan will enhance the value of recreation and cultural services. A “Master Plan” to help guide decisions and actions over the next five years has been formulated. All action of Bassano Town Council and community, volunteers, and stakeholders, decisions related to the future of recreation and leisure and recommendation outlined in this Master Plan root back to a rationale for investment in recreation and leisure. This plan aligns with the framework for Recreation and Leisure in Canada.

This recreation and leisure Master Plan will focus principles, strategic directions, and decision-making tools. Its focus is on facilities, programming, and overall delivery of services.

Recreation Guiding Principles

- ❖ Foster prosperity for people, business, and government.
- ❖ Protect and preserve green spaces.
- ❖ Create a culture of sustainability.
- ❖ Create a youth friendly town, as well, call on local planning to create strong, compact, and complete neighborhoods.

Culture is defined as the interaction between the community’s values, education, creativity and the cultural resources of its place and the people who live there.

Culture Guiding Principles

- ❖ Promote innovation and creativity.
- ❖ Enhance communication.
- ❖ Support new initiatives (i.e. home based leisure).
- ❖ Recognize culture’s role in promoting economic vitality (i.e. arts and entertainment),
- ❖ Celebrate history/visitor attractions.

There is an increasing demand for more flexibility in timing and activity for leisure and cultural pursuits. People are searching out individualized informal activities that can be done alone or in small groups, at flexible times, often near or at home. This does not eliminate the need for structured activities but suggests that planning for the greater population is as important as planning for structured use of environments.

Walking, running, biking, shinny, and other pick-up sports games are spontaneous recreation. The nature of participation and timing are freely chosen and do not require registering for a program or a league.

Recreation and leisure consumers have a greater choice of activity options than ever before. As a result, service providers are being required to ensure their approach quickly adapts to community demand. There are hard decisions on which activities are able to be directly offered, versus those which are more appropriate to leave to the private sector to provide. Staff and management must be current on local trends in identifying and planning programs. Customer surveys and regular interaction with participants are methods used to help identify programs that are popular and in demand. The development of multi-use spaces can also ensure that the Town of Bassano has the flexibility to adapt to changing interests and activity preferences.

There is an increasing demand for more flexibility in timing and activity for leisure pursuits.

Participation Barriers

Many face barriers that impact their ability to participate in social, physical, and mental benefits that are gained from participation in leisure pursuits.

Understanding these barriers can help to identify strategies to maneuver issues and encourage your community to participate.

Identifying Barriers

- ❖ Cost of enrollment
- ❖ Location of programs or facility
- ❖ Lack of awareness of community program
- ❖ Poor leadership
- ❖ Inconvenient times of day/week

A lack of funding for organizations is a main challenge when it comes to participation. This resource scarcity creates barriers in the form of time, transportation, human resources, and facilities. Promoting opportunities in an effective manner is a common struggle. Other barriers - communication, evaluation, changing roles of youth and program flexibility.

Encouraging Participation

There are a variety of leading practices conducted by other communities and municipalities. Since each community is different, they are intended to help think outside the box, spark ideas, and to approach differently.

Residents need to participate to maximize the benefit of community. Promote to create awareness and reach under-served markets.

Guiding Principles

- ❖ Free drop-in sponsored by local businesses to generate revenue
- ❖ Utilize social media in partnerships
- ❖ Using all platforms together - planning and pre-scheduling posts
- ❖ Drop-in youth programs
- ❖ “Try-it-day” - to introduce new sports
- ❖ Impromptu use of public space - setting up temporary activities to teach new activities
- ❖ Youth nights/senior nights, etc. - regularly attract new participants

By increasing participation with free opportunities, conversions of public space, social media campaigns, etc. you maximize the benefit of community infrastructure and programs.

Maximizing Partnerships

Providing a variety of recreation opportunities by maximizing partnerships.

Examples include:

- ❖ Lease agreements
- ❖ Cost-sharing agreements
- ❖ Core-funding contributions

Partnership frameworks are used to guide the development of partnerships as well as to keep them accountable.

Criteria to consider:

- ❖ Capital cost savings
- ❖ Operating costs
- ❖ Safety and risk management
- ❖ Organizational status (i.e. non-profit, private company)
- ❖ Affordability
- ❖ Access
- ❖ Sustainable approach

Consider the criteria above to determine whether a potential partnership is worthwhile and ethical to pursue.

Working together and saving money, with shared agreements and services make for an effective positive result. Residents will have access to more opportunities because of shared use agreements.

Recreation and leisure activities play an important role in knitting communities together and enhancing quality of life. A strong understanding of recreation and leisure are integral to social and town development.

It is important to continue to offer opportunities through programming to enhance quality of life. The wide array of benefits that community partnerships can deliver is unparalleled. Strengthen your community by drawing people together and build trust and inclusion. Strong partnerships in recreation and leisure groups can attract people, growth, and new development opportunities.

Guiding Principles

- ❖ Promote the development of new partnerships.
- ❖ Shift management practices to a public body of “trained volunteers” inviting it to be run as a public club.
- ❖ Prepare students for entry. Get students involved in organizing and participating in events - be known as a “youth friendly community”.
- ❖ Recreation departments allocated resources to a newly formed group in order to ensure its success - resources include operational support, and human resources. This avoids duplication of services.
- ❖ Identify who is working with who and assist.
- ❖ Create and promote resource material - distribute to planners, and professionals.
- ❖ Be a strong voice in sharing and influencing public policy-support change. Improve public awareness of the importance of recreation, leisure, and call “people to action”.

Human Resources

Community leadership and effective development go together. Recreation and leisure providers are needed to work together to avoid duplication of services and ensure the best opportunities.

Decision makers need to understand the benefits of ensuring facilitation and co-ordination of recreation services and foster a higher quality of enjoyment for its citizens.

There is a demand for all types of recreation and leisure services. All types of recreation require short and long-term investment through creative enhanced community involvement.

The economic benefits of having these services cannot be argued. They are required to keep your town thriving.

To increase the ability to better understand local needs; set priorities and develop strategies that will provide future progress-strong partnerships and enhanced communication will provide resources to generate savings.

Enhanced emphasis on recreation and leisure will continue to attract people, growth, and economic development to your centre.

Guiding Principles

- ❖ Communicate
- ❖ Support professional training
- ❖ Create and promote resources
- ❖ Be a strong voice in shaping public policy
- ❖ Improve public awareness of the importance of recreation and leisure

Community leadership and economic development go together. Unless you have good leadership in a community - leaders with foresight to make the right decisions - having successful economic development will be vague. Working overtime to cultivate leaders make communities successful.

Communications Plan

Recreation is not confined solely to sports and physical activity, it includes artistic, cultural, social, and intellectual activities. It is a social service in the same way that health and education are considered social services. Community recreation does not just assist individual development and quality of life but community development and social functioning as well.

Budget

Public recreation users expect quality programming, services, and facilities; this is challenging for recreation professionals to maintain with budget constraints. Financial hardship effect recreation agencies at one time or another whether it is due to funding cutbacks or increased costs.

When budgeting for recreation programs and services there are many factors to take into consideration.

Guiding Principles

- ❖ Quality and safety of the program.
- ❖ Possible funding grants.
- ❖ Awareness of risks when programs are not priced appropriately, and operating costs are reduced to low.

Recognizing the financial limitations in a community is very important to providing opportunities that are inclusive to all people. Managing a cost-effective facility can be difficult.

Development of plans can take time, skills, community co-operation, a budget, and evaluation process. The other issue that is linked strongly to budget is understanding and supports. There is a need to increase funding for recreation at all levels, especially provincial and municipal governments.

Created awareness and educational sessions are needed to help funders get a better understanding of the cost of recreation.

Planning

Planning is not achievable without a dedicated budget to support it. It is necessary to assist support staff, and training to plan effectively.

Professional development opportunities to improve planning skills are required. The more knowledgeable people are about planning, the more effective they will be to develop a plan that is cost-effective and ensures quality and safety.

Funding may also be used to gain community involvement in the planning process making it interesting, enjoyable, and rewarding.

Time is the main barrier to planning. Time is needed to research a plan. Recreation needs to be given adequate time, knowledge, skill sets, and plans to avoid disjointed and reactive planning.

Recreation needs a planning system - an interactive process that is able to adapt and change as time progresses. Evaluation helps to prepare for recommended changes for the next planning. Developing a process for planning, implementing, and evaluating, will help the program move from one stage to another and keep a continuing cycle.

Professional development is to improve skills and stay on top of trends and resources is important. Recreation can invest in their staff and volunteers to improve morale and make staff feel valued, resulting in higher productivity and more of a professional work environment. Professional development for staff and volunteers should be considered in the budgeting process. Having well trained staff and volunteers who are knowledgeable can help benefit the community's future.

Benefits such as:

- ❖ Better resources
- ❖ Quality programming to educate
- ❖ Easy day-to-day operations
- ❖ Save money as staff is more knowledgeable

Participating in training courses and workshops are also “networking and sharing opportunities” where people learn from discussions with one another.

Guiding Principles

- ❖ Better and more access to development funding.
- ❖ More opportunities created locally to reduce expenses and travel.
- ❖ Increase awareness to the importance and value of professional development from funding.

Inclusion

Offering inclusive recreation means having the ability to accommodate the needs of each individual, whether it be assisting with finances, providing facilities, or other personal needs.

Each situation needs to be accessed. Accessibility relates not only to physical structure of the building but access to and from the location and user fees.

Communities are always changing and for this reason it is important to conduct a needs assessment on a regular basis and be prepared to assess.

Inclusive recreation may mean providing requirements for each individual depending on the program.

Again, budget is a major factor within these issues as education, transportation, and facility/equipment upgrading and modification can be very costly.

Guiding Principles

- ❖ Grant funders need to be aware of the challenges to ensure inclusion for all.
- ❖ Education training needs to be created to help educate funding providers.

It is important to create tools to help people think through ideas. Ideas must be managed and prioritized. Involve everyone - great ideas come from unexpected areas.

In addition, the nature of recreational activities has evolved with changes in larger social trends. There is an increased interest and involvement in social issues and a concern for the environment that has fueled a renewed interest in outdoors and the use of recreation and leisure time as a path to self-fulfillment. Physically demanding sports with an emphasis on personal excellence is also more common in recreational pursuits today. Plus, the growing diversity in cultures and household types has expanded the number of activities pursued during leisure time. Access to cultural amenities has also broadened recreational pursuits.

Cultural Arts

A community needs to overwhelmingly support enhancement and expansion of cultural events, as well as arts and crafts, drama, and music. Cultural events are important to develop and improve. Cultural events of high choice by public interest generally involve: fitness classes, sports instruction, league play, social events and trips.

In addition to cultural events, substantive and permanent art programming is essential. Instruction for youth should be a community priority.

Youth Programs

The Town of Bassano needs to have a vested interest in children and families. From programs for young children, to programs for teens and, programs for families. Communities are responding to critical issues affecting children and families. The most pressing needs of children and families is childcare followed by family stability. Taking these concerns into account we need to ensure that our youngest residents receive a healthy and safe start in life. How to ensure teens have positive experiences that will help prepare them for the adult world.

Recreation activities help create caring neighborhoods, provide opportunities for youth to connect to their community and act as a deterrent to youth violence, dropping out of school, and drug/alcohol abuse.

A nationwide shift toward more community collaborations is due in part to the promotion of a shared responsibility among the community. Programs need to specialize, funding dedicated to collaboration, and the need to maximize resources is a priority.

Guiding Principles

- ❖ Address the critical need to provide young people safe, structured environments in hours they are not in school.
- ❖ Develop partnerships with community organizations and businesses.
- ❖ Create ways to incorporate youth in leadership roles.

Local communities must begin to look at these new technologies to better meet the needs of this youth community. These new technologies are being used in public libraries, after school recreation programs, and as a means to create community centres where functions of play and job training, social service offices could be combined.

While athletics do help children and youth learn how to work cooperatively, gain confidence, and maintain physical fitness, they should not be the only recreational opportunity available.

Programs for children and youth must be linked with enriched early childhood development and education programs, healthcare, and social service needs.

Program Possibilities

People with disabilities are valued and respected members of our communities. They are welcomed for their strength and potential.

Recreation and leisure opportunities need to include an emphasis on reducing barriers for adaptive persons and programs. There are groups and individuals who face barriers; age, health etc. that may limit them to recreation opportunities. All efforts can be made so that persons with disabilities are accommodated throughout local programming.

Some of the barriers to access are removed by:

- ❖ Providing funding for equipment.
- ❖ Providing programs with qualified/trained instructors.
- ❖ To avoid social isolation for the person (i.e. providing a Handy-Van service).

We need to strive and engage and assist through leisure programming to provide individuals with disabilities and their families a support action.

Providing opportunities are choices to lead full inclusive lives. One of the goal initiatives is to provide support so as individuals are not socially and culturally isolated.

Community programs should focus on individual goals to develop supports in helping people with needs to participate in activities in an effort to develop, maintain, and enhance their lives.

Individual plans are developed based on a person's interest and the activities in their community.

Activities could include:

- ❖ Outings with family and friends
- ❖ Dance, games, and sports
- ❖ Music, crafts, special events
- ❖ Sport and church excursions
- ❖ Volunteer activities

A vision for recreation and leisure programming here is developed and refined overtime as the Town of Bassano gains knowledge and an understanding of the needs assessment process. Understanding goals and direction may take time and commitment.

Guiding Principles

- ❖ Information and referral support are available to families.
- ❖ Information about federal, and provincial programs and services, community support and local resources.
- ❖ Information and support to empower individual persons to participate.
- ❖ Advocacy resources, such as parent groups, disability associations and advocacy organizations.

Our programming purpose moving forward is to obtain achievement for special needs, to participate in our society. This is why future programming should partner with organizations and government agencies.

Contributions from local business, community organizations, and volunteers is vital to ongoing program development and success.

A community that excludes even one of its members - is no community at all.

Senior Program

As the senior population continues to grow, demand for recreational services will increase significantly for years to come. Therefore, a comprehensive understanding of senior behavior and recreational preferences is essential to the effective delivery of recreational services and the prevention of sedentary behavior. Although a lack of resources may be a contributing factor to inactivity in the senior population, other social and psychological factors are as much, if not greater of a contribution to senior inactivity. The most common barriers confronting recreation and physical activity participation in the older age groups are:

- ❖ Physical accessibility (i.e. transportation to events)
- ❖ Safety concerns - includes fear of injury
- ❖ Social isolation
- ❖ Lack of motivation
- ❖ Cost
- ❖ Respect - patience and understanding sensitivity

Many “traditional” activities such as bingo, bridge, and shuffleboard remain popular among older adult populations, demands and preferences are evolving. Older adults have differing preferences than previous generations and are participating in more light to moderate vigorous forms of physical activity such as:

- ❖ Pickleball
- ❖ Trekking and hiking
- ❖ Water aerobics
- ❖ Dancing
- ❖ Yoga
- ❖ Biking
- ❖ Cultural arts
- ❖ Bowling

Participants and providers alike are also focusing and providing more opportunities for multi-generational activities and programming. Multi-generational interaction can provide an increased recognition of the social and community benefits being provided.

Unstructured Leisure

People are seeking individualized informal pursuits that can be done alone or in smaller groups, at flexible times, often near or at home. Do not eliminate the need for structured activities, but instead suggest that planning for the general population is as important as planning is to traditional structured environments.

Spontaneous recreation is physical activities in which activities, or the nature of participation, and the timing are freely chosen. This includes, walking, children's play, skateboarding, shinny/hockey, pick-up sports, etc.

It is important that providers are ensuring their approach to delivery is adapted to meet community demand. Some activities are more appropriate to leave to the private sector to provide. Keeping current on local trends is important in the identification and planning of a program. Regular interaction and consumer surveys are methods providers use to help identify programs that are popular and in demand. There is an increasing demand for more flexibility in timing and activity for leisure pursuits.

Health in Nature

We must maintain a connection with and have meaningful exposure to nature. Below are suggestions as to how to encourage people to get outdoors into nature.

1. Use existing parks, gardens, and trails for outdoor activities such as trail hikes, walking clubs, guided nature walks, outdoor exercise boot camps, stretching classes, running groups, "beach" volleyball, and summer day camps.
2. Host a special event from an outdoor area in your community (i.e. campground or playground).
3. Create or modify programs to host sports camps outdoors or arts and craft classes using materials from nature. Train programmers about types of outdoor play using the natural environment.
4. Advocate for youth-friendly spaces where youth can gather and direct their own activities such as: skateboard and BMX parks, bike trails, or a mountain bike track.

Expand social marketing efforts to communicate the health benefits of getting outside for all ages. Many people need a goal when entering the natural world such as picture taking. Play and recreation become participatory and fun and purposeful. Technology can connect people of all ages. Plan a program using digital photography, art, or music as a basis for engaging in nature.

Provide volunteers who help folks spend time outdoors taking a walk, bird watching, or journal writing as well as dog exercising walks.

A walk in nature or a nearby park restores mental fatigue, reduces stress, and improves one's mood.

Find out what is relevant and interesting to multicultural, immigrant and minority populations in your community. Consider what engages and intrigues others regarding the outdoors. It is as simple as picking a weekly walking time or to organize a "meet-up" place and simply enjoy a walk and visit.

Promote recreation programs, local parks, and the health benefits of being active in nature through employers, religious organizations, civic organizations, and other community groups.

Encourage people to get out, be active, participate in local events and appreciate the outdoors. Use marketing material available on local sites or visit your local tourism office for materials that profile Bassano.

Trails

The social, health, and economics of pedestrian trails. Trails instill a commitment to responsible recreation. Create walkable neighborhoods.

Social Benefits

Trails help to make communities more attractive and friendly places to live. Good trails can serve as a focal point for community events and gatherings. The activities can lead to greater interaction between residents.

Trails foster community involvement providing an opportunity for interaction of backgrounds and experiences (i.e. trails close to homes can be used easily as a route to a store, commute to school or work becoming very rapidly part of Bassano's community life).

Health Benefits

Trails are healthy ways to stay fit and live well.

1. Walking relieves stress and tension.
2. Refreshes the mind, reduces fatigue.
3. Trails support a range of recreational outdoor activities; snowshoeing, cross-country skiing, kite-flying, biking, boarding, and themed events.

Trails instill a commitment to responsible recreation.

Economic Benefits

Property values increase in proximity to trails and communities recognize them as safe places to be active.

Trails boost spending at local businesses, going to restaurants, snack shops, and office spaces.

Trails make communities more attractive places to live. Homebuyers rank walking and biking trails as one of the most important features in a community.

Trails influence business location and relocation decisions. Companies often choose to locate in a community that offer amenities to employers.

Trials revitalize depressed areas (i.e. vacant buildings and lots).

These benefits represent an economic return on the money invested into trail projects.

Guiding Principles

- ❖ Advance trails by incorporating pathway systems and maps them into a brochure.
- ❖ Offer “off leash” park initiatives.
- ❖ Program new ways to make physical activity and exercise more accessible, more available, more affordable, more pleasurable, and ultimately more useful to the community (i.e. outdoor fitness parks for adults providing meaningful lifestyles).

Trails help to build community pride by ensuring that their neighborhoods are good places to live. Outdoor recreation has proved to be one of the best sources of environmental education. Trails provide information to visitors about the importance and value of our natural environment.

Heritage and Culture

Culture means many things to many people. Culture is anything that defines the unique identity of a community or social group. Those characteristics often include social customs, seasonal traditions, geography, cuisine, oral traditions, fashion, literature, music, and religious expression. Culture also includes less obvious aspects of our lives such as heritage, community initiatives, and the creative economy. This can include the film and video industry, advertising, design, fabrication, performing arts and more.

The role of culture in connecting and binding communities, in inspiration of ideas, in developing new solutions in Bassano is essential to a successful recreation and culture plan.

Cultural resources and opportunities are embedded in Bassano’s everyday life. Cultural heritage resources help maintain a sense of place and history. These resources contribute to our collective culture as a community. They provide opportunities for participation, skills development, volunteering and social, cultural economic, and environmental developments. Community events and festivals can attract tourists and visitors. Events help to capture attention and promote attractions. They make it possible to maximize and rationalize the use of spaces. Presentation of these spaces may result in financial benefits.

Other possible impacts of community events and festivals can be:

- ❖ Creation of employment.
- ❖ Increase awareness of the region as a travel destination.
- ❖ Increase the knowledge concerning commercial activity.
- ❖ Presentation of heritage.
- ❖ Strengthening of regional values and traditions.
- ❖ Increase in permanent level of local interest and participation in types of activities associated with events.

Culture and heritage activities are more than just entertainment. They teach us about who we are, they contribute to the well-being of Bassano and they enrich the education and interpretation programs. The involvement in cultural activities contributes to social, economic, and spiritual life of a community.

Guiding Principles

- ❖ Performing art festivals/competitions.
- ❖ Community Culture Events - events which have a strong arts focus bring people together around planning issues.
- ❖ Cultural workshops - hands on learning and skill development in arts and crafts.

Throughout these practice examples we are looking to achieve the following outcomes:

1. Increase skills and knowledge of people active in cultural events/self-confidence.
2. Increase quality of activities/being healthy.
3. Increase number and quality of partnerships within Bassano and its communities.
4. Increase access to cultural resources and participation in cultural activities.

Building relationships is the central part of this cultural work. Everyone has a different approach. However, we must recognize that all participants find comfort in having programs that provide stability and structure.

The changes are slow and incremental but revolve in all ways around what is best for children and families. Heritage appreciation is built through community organizing.

Economic Benefits of Rural Recreation and Leisure Services

It is important for local government leaders to understand the relationship between community recreation services, economic development, and quality of life. The master planning process enables local governments to assess recreation needs and interests of community members. It enables decision makers to prioritize resource allocation decisions for new facilities and rehabilitation projects, and services in a manner that is fiscally responsible, environmentally sound, publicly supported, and politically prudent.

Master plans can provide a foundation for:

- ❖ Building credibility, support, and consensus from community members.
- ❖ Informing citizens about its community assets.
- ❖ Identifying capital improvement goals that are needed to assess fiscal requirements and fundraising needs.
- ❖ Guiding critical decisions about recreation facilities, infrastructure, programs, and services.
- ❖ Developing recommendations and an implementation strategy.

In addition, Bassano, may use the master plan to design for facilities. To use as a promotional document to foster support and political involvement as well as to develop recommendations for strategic management.

A recreational master plan identifies key assets and gives Bassano and the community a shared vision for the future.

Bassano's Recreation Facilities

Recreation facilities offer safe, inviting, equipped places for fitness, play, art, culture, and other activities. People of all ages and abilities can develop skills and interests that help them to improve health and wellness. Here, communities build neighborly connections that enhance safety, capacity, and quality of life.

Golf courses, arenas, gun clubs, rodeo grounds, libraries, and community halls give us places to gather, relax, build healthy bodies, and enjoy leisure pursuits. Thanks to the strong tradition of investments, Bassano is served by a broad range of public recreation, leisure, and cultural facilities.

These facilities help attract events, boosting Bassano's reputation. A master plan lays out an ensuring future for people to enjoy these same benefits.

Generally, citizens want recreation facilities that promote these values:

- ❖ A sense of community - places where new friends are made, and old friendships nurtured.
- ❖ Health and wellness - a place that contributes to better health.
- ❖ Inclusion - places where their needs are met with interest and openness.
- ❖ Partnerships - facilities developed through partnerships to reduce reliance on tax dollars and to share the contributions to community needs.
- ❖ Civic engagement - facilities that stand out as a good example of what Bassano has to offer.
- ❖ Integrated services - places that offer a range of opportunities that fit well into today's lifestyle and bring people together to enhance a sense of community.

Recreation benefits all ages and stages. Children learn valuable skills through sport and out-of-school programs. Teens in positive recreation and social activities are less likely to find themselves in troubling situations. Adults and seniors who take time for recreation are fitter, healthier, more engaged in the community and less reliant on the health care systems.

Bassano's facilities are:

- | | |
|------------------|--------------------------|
| ❖ Arena | ❖ Golf course |
| ❖ Ball diamonds | ❖ Library |
| ❖ BMX track | ❖ Outdoor pool |
| ❖ Bowling club | ❖ Parks and playgrounds |
| ❖ Campground | ❖ Rodeo grounds |
| ❖ Community hall | ❖ Tennis courts |
| ❖ Curling club | ❖ Seniors drop-in centre |
| ❖ Fitness centre | |

The most common recreation facilities are outdoor sport fields and playgrounds. The purpose of recreation facilities be it indoor or outdoor is to help meet the needs of the community by providing a place for recreation to be.

Bassano's recreation facilities are well located and accessible to everyone in the community. However, the overall predominant factor is the maintenance and upkeep of existing facilities. Budgeting is key to ensure general maintenance and capital upgrades are planned. Staff must also be in place to ensure maintenance is carried out, contributing to facility longevity. With no major funding grants for new infrastructure or for support for facilities it is important to program, promote, and plan for sustainability. Without this planning, general maintenance drains basic facility funds.

Guiding Principles

- ❖ Multi-year capital planning
- ❖ Staff training
- ❖ Volunteer training sessions

Trends impact future needs. Our recreation patterns change as well. Trends shaping our facility needs include:

- ❖ Population growth
- ❖ Aging infrastructure - facilities more than 20-years old need regular maintenance and are not as energy efficient as the new designs. Older facilities deserve to be redeveloped to meet current needs.
- ❖ Changing demographics - gradual aging of the population, coupled with an expanding array of cultures expands our range of recreation needs. Future facilities in Bassano must be planned, designed, and located for access.
- ❖ Loose community ties - a sense of community is critical to families and the community at large. Any new facility should help to join the community.
- ❖ Multi-purpose facilities with a shift from single purpose buildings to versatile spaces with flexible programming.
- ❖ Local health and recreation services together.
- ❖ Equip facilities with revenue - generating space for services such as kiosks, licensed food services, and equipment shops/repairs.
- ❖ Multi-use arenas without summer ice are installing multi-purpose floor-boards, for inline hockey and lacrosse.

Future planning of facilities will rely on seeking partnerships with health care, education, and social service agencies to provide integrated services.

This strategic approach takes into account today's realities while providing the flexibility to adapt as population grows and recreation trends shift.

Lack of time is one of the main factors affecting participation in recreation. Older adults may have more time and money to participate in recreation however, working age households are finding themselves to be increasingly time-stressed. What is needed is longer hours of access and multi-purpose used facilities where more than one family member can participate at the same time.

New developments in participation; girls and women are participating in outdoor recreation and sports in greater numbers. Facilities need more dedicated space for teens which provide an opportunity for casual socializing and recreational opportunities.

There is a clear shift toward more informal and individualized activities. The favourite activities for both adults and youth fall into this category. People are choosing activities that can be done at personally convenient times and places.

There is a shift to the activities that are experiential in nature and offer challenges and other forms of learning. In the tourism area, cultural learning, and eco-tourism, will continue to grow. There will be high expectations for the quality of programs and facilities. Baby boomers will shift to less strenuous physical activities and to culture and the outdoors.

As many people feel increasingly rushed, there will be a growing trend to more condensed periods of leisure activity. This will further emphasize the trend to individualized activity at times convenient to the individual.

There is a significant drop-off in volunteerism that is affecting sport and recreation. Short-term volunteering has seen greater success than requests for long-term commitment.

Leisure activity areas that have grown include walking, gardening, outdoor activities, environmental learning, cultural learning, and physical activity as rehabilitation. Demands by parents for children's physical activity will grow.

There will be greater demands on drop-in opportunities in recreation and cultural facilities, and scheduling should ensure that these are available throughout the day.

More experimental programs will be in high demand (i.e. more intensive learning opportunities).

A clear shift from stand alone to multi-use facilities has occurred and will continue. This also includes a shift from separate use and seniors' centers; these are now more commonly integrated into multi-generational facilities.

There is a trend to including more partners in facilities including public health, libraries, and community services. Community facilities are also contributing more to tourism and economic development, and as focal points for more community events.

A careful analysis of the major systems of aging facilities will need to be carried out and a repair/retrofit plan developed. Facilities of any age require a life cycle management plan to review the condition, and repair and replace systems within reasonable timeframes.

Community Involvement

Smart phones and digital technologies in everyday life has created an expectation for services to be digital, seamless, and always on. Increased use of technology in recreation and leisure departments that include elements such as digital registration system, coded facility entry, and data analytics provide new ways to enhance service delivery and customer experience. It also creates new demands for staff training in digital literacy and social media protocols.

Suggestions for ways to improve access and participation levels.

Guiding Principles

- ❖ Improve connections between residential areas and recreation facilities
- ❖ Invest in active transportation, cycling, and trail maps
- ❖ Better year-round access to safe and lit pathways (sidewalks) and trails
- ❖ Better maintenance of facilities (personal safety concerns)

Other barriers identified may be:

- ❖ Awareness of programs/options available
- ❖ Cost of assessing programs
- ❖ Hours of operations/personal schedules
- ❖ Overcrowded facilities
- ❖ Quality on instruction/uninspired programming

Public feedback is critical to the Recreation and Leisure Master Plan. The planning process includes residents, interest groups, stakeholders and is identifying community recreation needs and interests. Evaluating feedback goals and cross-checking the desired levels of service with residents is an important aspect.

The goal with community support is to summarize recommendations and implement strategies to enhance recreation programs and services. This progress as a whole galvanizes communities in a time of need. It contributes to a life long learning and empowers and motivates individuals.

People need to be informed, educated, inspired, motivated, sometimes persuaded and often reminded to come to programs.

Social Marketing

Social marketing is an approach used to develop activities aimed at changing or maintaining people's behavior for the benefit of individuals and society as a whole.

It helps you to decide:

- ❖ Which people to work with
- ❖ What behavior to influence
- ❖ How to go about it
- ❖ How to measure it

The approach is to consider these three questions for your projects and policies.

1. Do I really understand my target audience and see things from their perspective?
2. Am I clear about what I would like my target audience to be?
3. Am I using a combination of activities in order to encourage people to achieve the desired action?

Developing the right key messages and delivering them in effective ways is prudent marketing. It is not enough to ensure that everyone knows what is available and how to address the opportunities. Bassano must proactively convince people who are not active.

Being more proactive might include:

- ❖ A mentoring program - price incentive
- ❖ Giving away initial visits to lower barriers
- ❖ Assemble database with proactive messaging
- ❖ Initial direct participation (i.e. those needing recreation for therapeutic/health reasons)

Key community-based marketing tools include:

- ❖ Prompts - remind people to engage
- ❖ Commitments - have people commit or engage by signing fun oriented contracts
- ❖ Norms - develop community norms that a particular behavior is the right thing to do
- ❖ Tools - vivid communication tools with engaging messages and images

The steps that make up community-based social marketing are simple but effective. When barriers are identified and appropriate programs are designed to address these barriers, the frequent result is that individuals adapt more sustainable activities.

Social marketing needs to be built into the Recreation and Leisure Master Plan implementation process and requires written policies and procedures to be effective.

Risk Management

Risk management cannot be an afterthought, nor can it be viewed as a necessary evil. Risk management lies at the core of what recreation and leisure services providers stand for and it must be built into every aspect of the program.

Awareness of your groups' legal obligations and commitment to quality and safety are critical.

Risk management is the cause of action you take to reduce potential legal liability. It attempts to address potential problems before they occur.

Benefits of Risk Management:

1. Better sporting and recreational outcomes.
2. Improve safety for participants, officials, spectators, and volunteers.
3. Lower costs and increases budgetary certainty.
4. More effective management of assets, events, and programs.

Guiding Principles

- ❖ Be incorporated
- ❖ Child Protection Liability compliance
- ❖ Having a membership protection policy
- ❖ Requiring participants to sign a waiver or release form prior to participating
- ❖ Provide equipment and facilities that are safe for use

Risk management is a good business management principle that providers should want. It not only enhances the image of Bassano's recreation and leisure, but it also creates positive public relations and good customer service.

Risk management is an excellent marketing tool. Public who observes an organization taking steps to reduce risk are likely to communicate this to others.

All key players including board members, management, and volunteers should be involved in every step of the risk management process. To make this process easier, break down risk management process into achievable steps by following a checklist.

Guiding Principles

- ❖ Appoint a risk manager - responsible for the process
- ❖ Identify “key” people who will be involved
- ❖ Identify risks
- ❖ Analyse risks
- ❖ Evaluate risks
- ❖ Design a risk elimination and reduction plan
- ❖ Implement the plan
- ❖ Develop a clear communication strategy on risk management
- ❖ Monitor and review strategies and report back to the board/governing body regularly

If you serve on your board, risk management is one of your key responsibilities.

Risk management is a circle not a linear path. Because you are dealing with unknowns your risk management plan needs to be a living document.

The only way to ensure project failure is to stick your head in the sand and pretend nothing possible could go wrong. By following a project risk management plan and creating your own version you will always be one step ahead of issues and one step closer to a successful project or program.

Covid-19 Pandemic – How Recreation and Leisure Will Change Forever

The entire world was turned upside down by the coronavirus pandemic. Nationwide, most recreation facilities and programming shutdown. “Flatten the curve” - get back to normal yet we find the infection positivity rates have surged. As change piles upon change, there is one outcome that is increasingly apparent: parks, recreation and leisure will change forever.

Because of the pandemic parks have become more important to people and more essential to health and well-being. This pandemic hits us at every level - financial, health, economics, even emotional.

Despite widespread disruption in our society, the pandemic is demonstrating that community-oriented-public systems that are grounded in the needs of local communities such as parks, recreation programs, leisure activities will be strengthened rather than fractured by the pandemic. Recreation programs are already proven to be highly resilient and attuned to public needs. Responding to the pandemic, recreation systems have ramped up day-care for children of first responders, provided shelter, continued meal programs, and offered health services.

The pandemic is showing how the Recreation and Leisure Master Plan is evolving to include as a service provider of social and health services in the effort to rebuild and reconnect communities.

So, what has changed:

Parks and Facilities

Facilities will look different. Planners are looking at a redesign of common areas and public gathering spots to create a better flow of pedestrian traffic and maintaining physical distancing. The retrofits of air conditioning and air handling systems to reduce coronavirus loads will be expensive and complicated.

The public may be giving up a lot of privacy to use indoor recreation facilities and to participate in programs. There will likely be temperature testing, greater visual surveillance and personal information provided before participation is granted. Potential contact tracing, contactless payments, and no-touch contracts/transaction will be a certainty.

Programs and activities for older adults, beyond virtual are likely to become seriously impacted for a long time - possibly up to three-years. Recreational activities for the most vulnerable populations will remain limited until there is wide-spread community testing and development of an effective vaccine. Recreation staff may employ creative ways to increase virtual programming and offer telehealth and disease prevention services for older adults, but they are not likely to increase participation in in-person activities for a long while.

The impacts of the pandemic on youth activities especially sports have been abrupt and will likely be long-lasting. Youth who are participating at the “elite” level on teams/school teams will likely return fairly quickly to skills development and competition, youth however playing “in the margins” will not have access to team sports and will be the most negatively affected. The longer the disconnection from sports last, the less attraction youth may have to return to team sports.

The uncertainties of future funding could lead to the greater employment of “disposable workers”. Will this be the future work force of recreation and leisure? Post COVID-19 workforce planning can no longer depend on attracting top-quality workers without offering certain benefits. Health insurance will be critical from now on.

Recreation and leisure programs will become integrally lined to health equity, food security, and hunger prevention. The pandemic exposed deep-seated disparities when meal distribution networks were disrupted. Basic nutritional needs were eased by reliance on community partners for distribution this included recreation and leisure. How recreation and leisure deliver services to the community will forever change.

Right now, we all need to do our part to fight a surge of the new COVID-19. Physical activity is the cornerstone of good health and we know firsthand how important it is for people to have access to recreation. It is important that we continue to find ways to stay active; be exercising, exploring and through play.

Active recreation is an important component in our recovery from the pandemic.

Conclusion

Healthcare providers can benefit by actively promoting recreation and leisure programs to serve the health needs of people that in turn benefits the entire community.

Law enforcement and healthcare personnel as well as educators will hopefully see recreation service providers as active partners towards singular goals.

Recreation programs offer cost-effective means for addressing some troubling problems, particularly with regards to youth. Recreation programs can do much for juvenile and crime, to combat the rise in drug/alcohol use, reduce school drop-out, and promote learning.

Recreation acts as a vehicle for inclusion, drawing people together of different races, religions, and cultures.

This Recreation and Leisure Master Plan is not a stand-alone project. Use the Master Plan together with support from the community and other recently developed planning documents.

The development process for Bassano's Recreation and Leisure Master Plan integrates research and ideas. Each are valuable. This guide is based on evidence, beneficial practice, community experience and knowledge. It provides reasons why Bassano will want to develop strategies to engage local people more often. It is the basis for strategy development and action. Included are a variety of tools and resources that support an active community strategy.

Enjoy the journey of building!



KHS

Recreation Funding Committee (RFC)

Meeting Date: May 11, 2021

Business Item: 7.1

The RFC is responsible to mark the attached applications using the Grade Matrix (Schedule F) provided.

- Members are encouraged to familiarize themselves with the Application Guidelines (Schedule B) prior to marking the applications.
- Members are encouraged to individually mark each application prior to the meeting and then discuss each application collectively at the meeting.
- Administration completed a preliminary review of the applications as stated in the Review Process (Schedule E). There is one application that may not fall within the guidelines.
 - RFC/072020 – Bassano Knox Church – They identify themselves as a recreation user group as the Knox Church hosts fitness classes, Bassano Playgroup, and other community events.
- All applicants were notified on May 5-6, 2021 of the completeness of their application. Various revisions were completed. No applications were rejected. The relevance of the applications may be impacted by the pandemic and the current social climate.
- The Bassano Arena Management Board application was received after the deadline on May 6, 2021. A letter explaining the delayed submission was provided with the application.
- A total of \$9,484.00 have been carried forward from the 2020 funding year.

Funds Available	\$	59,484	
Application Number	Applicant	Project Title	Funding Requested
RFC/012021	Bassano Minor Hockey Association	2021 Season Kick Off Hockey Camp	\$ 5,000
RFC/022021	Pioneer Drop In Centre	Vacume Cleaner, Laptop for Member Use, Operational Costs	\$ 7,961
RFC/032021	Bassano Skating Club	Skating Aids, Skill Building Skating Program	\$ 2,818
RFC/042021	Bassano Golf Club	Youth golf, accounting/admin/insurance, utilities/weed spraying	\$ 30,950
RFC/052021	Prairie Racers Riding Club	Bi weekly maintenance on rodeo grounds	\$ 1,200
RFC/062021	Bassano Curling Club	Utility Support	\$ 10,000
RFC/072021	Bassano Knox Church	Toilet upgrades, flooring replacment, video equipment	\$ 7,475
RFC/082021	Bassano Arena Management Board	Utility Support	\$ 20,000
RFC/092021			
			\$ 85,404
		Difference/Carry Forward	-\$ 25,920

Prepared by: Sydney Smith, Recreation and Community Services Liaison

Reviewed by: Amanda Davis, CAO

Attachments

1. Schedule B – Application Guidelines

Town of Bassano

2. Schedule E – Review Process
3. Schedule F – Grade Matrix
4. 2021 Applications
 - RFC/012021 - Bassano Minor Hockey Association
 - RFC/022021 - Pioneer Damsiters Drop-in Centre
 - RFC/032021 - Bassano Skating Club
 - RFC/042021 - Bassano Golf Club Society
 - RFC/052021 - Prairie Racers Riding Club
 - RFC/062021 - Bassano Curling Club
 - RFC/072021 - Bassano Knox Church
 - RFC/082021 - Bassano & District Centennial Arena



Recreation Funding Committee
Schedule "B"



Grant Application Guideline

Grant Overview

The Intermunicipal Collaboration Framework (ICF) Agreement adopted by the Town of Bassano and the County of Newell has constituted the Recreation Funding Committee (RFC) to oversee the allocation of recreation funding for the area identified as the Town of Bassano and the portion of the County of Newell known as Division 6 effective January 1st, 2020. This has led to the creation of the RFC. The RFC is comprised of two elected officials from each the Town and the County. The RFC is responsible to distribute recreation funds to recreation/user groups that operate in the Town and Division 6. Recreation funds are provided equally by the Town and the County.

The intent of the funding program is to help cover costs to operate facilities, improve/build on existing programs, or to start up new projects/programs. This funding program is not meant to enhance recreation/user groups financial status. If your organization/program is financially stable, we strongly encourage your support for less viable programs or to consider enhanced training or skill building programs or events. Recreation grants are never guaranteed and the program is subject to change. Applicants are always encouraged to strive to find sustainable funding sources.

Grant Process Objective

The RFC's objective is to provide recreational grants that offset the operational expense of recreation activities, programs and events for all ages within the Town. Funding shall be based on the merit of the applications received.

Applicants can apply for more than one project/program/event on a single application. If you are requesting funding for more than one project/program/event, you are required to submit a separate a project description and budget for each. *Refer to Schedule C Application Process for further information.*



Recreation Funding Committee Schedule "B"



Priorities for Funding

The funding is for operating expenses only.

Although each application is determined to be successful on a case-by-case basis, applications for programs, events or projects should meet at least one of the following priorities:

- Contribute to ongoing use of recreation facilities within the Town or Division 6.
- Demonstrates future financial feasibility.
- Revitalizes well used programs.
- Enhances skill/team/leadership building.
- Meets a widely held need by providing a new project/program/event or enhancing an existing project/program/event.

Eligibility

To be eligible for the grant, applicants must be one of the following:

- A recreation user group in the Town or Division 6
- A cultural user group in the Town or Division 6

Applicants that contribute a portion of their own funds to offer the projects/program/events may receive a higher level of priority in the funding process.

You are ineligible to apply for funding if you are:

- A for profit organization
- A business or entrepreneur (private enterprise)
- A facility owned and/or operated by the Town (e.g. Bassano Pool)
- A museum
- Bassano Ag Society
- Bassano FCSS



Recreation Funding Committee Schedule "B"



Eligibility Criteria

- Applications must be submitted to the Town of Bassano's Administrative Office no later than April 30st
- Funds must be accounted for and used within the calendar year in which the funds were awarded (e.g. January 1st – December 31st).
- Project/programs may begin January 1st; however funding may not be granted before the disbursement date of May 15th of each funding cycle.
- Funds must be used for the purpose for which they were approved, or recipients must repay the full amount. Failure to repay funds may result in future funding ineligibility.
- Recipients must complete and submit the Grant Follow-Up Form within thirty (30) days of the completion of the project/program and account for all expenses.
- The RFC reserves the right to refuse or amend funding requests within any application.

Eligible Expenses

- Operational costs (e.g. utilities, equipment maintenance, program instructors, part-time salaries for specific programs or events, advertising, program/event supplies).
- Start-up costs for new programs.



Recreation Funding Committee Schedule "B"



Ineligible Expenses

- Retirement of debt.
- Cost of developing a proposal.
- Assessment studies.
- Cash, prizes, gift cards, food hampers, awards/trophies/plaques.
- Promotional items.
- Permanent staff salaries.
- Capital expenses. Capital expense means repair or replacement of an asset that exceeds \$5,000.00.



Recreation Funding Committee
Schedule "E"



Grant Review Process

Preliminary Check (Administration) and Follow-up Forms:

Preliminary Check

- Administration shall complete a preliminary check on all recreation grant applications.
- Administration has the authority to check for incomplete applications and notify applicants if the application has been accepted or if additional documentation is required using the letter templates prepared in Schedule "I".
- Communication will be sent to the primary contact indicated on the application.
- Incomplete applications submitted after the deadline will not be collected by administration and letters will not be issued regarding the acceptance or incompleteness of the application after April 30th of each funding cycle.
- Administration is required to indicate what action has taken place regarding the application and in what capacity they have communicated with the applicants. This shall be recorded on RFC Primary and Official Grant Tracking Sheet.
- Administration does not have the authority to reject or deny applications.

Follow-up Forms

- Administration is responsible to distribute funds pursuant to completed Follow-up forms. The full distribution of remaining funds may be deferred to the RFC.



Recreation Funding Committee Schedule "E"



Official Review (RFC):

The official review will be conducted by the RFC who has final decision-making power over how the funding is to be allocated. RFC will use the RFC Schedule F (Grading Matrix) to aid in the decision-making process.

1. The RFC shall meet no later than May 15th.
2. The RFC shall review each application and make notes for each application using the RFC grading matrix.
3. The RFC will grade each application collectively and award funding based on this assessment.
4. The RFC has the authority to amend the funding amount request on each application.

Annual Application Review Process:

The RFC shall meet annually during the month of November to review the recreation grant funding process and application templates.

1. Any revisions to any part shall be decided using the official decision-making process in accordance with the RFC Terms of Reference.
2. Any feedback received by the RFC regarding the grant process will be discussed.
3. Any revision must be approved by the RFC and amended applications must be available by the next funding cycle.



Recreation Funding Committee
Schedule "F"



RFC Grant Grading Matrix

The Recreation Funding Committee (RFC) must use the grant grading matrix to ensure fair and unbiased allocation of recreation grant funding.

Information Location		Review Questions	Criteria	Exceeds Requirements (3)	Meets Requirements (2)	Requirements Not Met (1)	Points Earned	Notes
Application Process								
A	Applicable to the entire application.	Is the application legible?	Applications must be legible. Detailed point form is acceptable. Applicants are encouraged to complete and submit their application via the online fillable form where possible.	Application is clear, legible, and easy to follow.	Application is legible.	Application is not legible.		
(2.0) Project or Program Overview								
B	2.3 Statement of Need	What priorities of funding are met?	Applications for programs, events or projects should meet at least one of the following funding priorities: <ul style="list-style-type: none"> - Contribute to ongoing use of recreation facilities within the Town or Division 6. - Demonstrates future financial feasibility - Revitalizes well used programs. - Enhances skill/team/leadership building. - Meets a widely held need by providing a new or enhancing an existing project/program/event. 	Meets 2 or more of the priorities of funding.	Meets 1 of the priorities of funding.	Meets none of the priorities of funding.		
C	2.3 Statement of Need	Is the need clearly identified?	Organizations must describe the need they are facing.	Need is clearly identified and defined in detail.	Need is identified.	Need is not identified.		
D	2.3 Statement of Need	Does the proposed solution meet the need?	Organizations must explain their solution (the project/program/event) to the need and why it will help.	Solution meets the need or takes advantage of the opportunity.	Solution does not directly meet the need or take advantage of the opportunity.	Solution does not meet the need or take advantage of the opportunity.		



**Recreation Funding Committee
Schedule "F"**



E	2.3 Statement of Need	Is the proposed solution required immediately?	Organizations must explain why the need requires immediate attention. E.g. Without assistance with facility utilities, the user group will not be able to operate for the entire season.	The need requires immediate attention.	The need requires attention.	The need does not require attention in this funding cycle.		
F	2.4 User Attraction	Has the applicant included an advertising or communication plan?	Organizations must explain how they will encourage existing and new users to attend their project, program, or facility. E.g. The user group will advertise the facility hours on Facebook and email sports groups inviting them to use the facility.	Detailed plan which includes how and when they will engage with users.	Basic plan explaining how they will communicate with users.	Plan does not explain how they will communicate with users.		
G	2.5 Project Viability	Has the applicant provided a method for collecting feedback or proving the project was successful?	Organization must explain how they will collect feedback or how they will determine if the project/program/facility is successful. User groups should ensure their project/program/facility is meeting the need or taking advantage of the opportunity they have identified.	Explanation on how they will collect feedback and measure the success of the project, program, or facility.	Explanation on how they will collect feedback or measure the success of the project, program, or facility.	They do not explain how they will collect feedback or measure the success of the project, program, or facility.		
3.0 Project Budget								
H	3.0 Project Budget	Is the project/program budget balanced?	Organizations must provide a breakdown of all project/program, related income (revenue) and expenses (costs). Project budget must balance.	Balanced with income and expense descriptions.	Balanced	Not balanced.		
I	3.0 Project Budget	Does the funding request fall under one of the eligible expenses?	Eligible expenses are as follows: - Operational costs (e.g. utilities, equipment maintenance, program instructors, part-time salaries for specific programs or events, advertising, program/event supplies). - Start-up costs for new programs.	Falls under 2 or more of the eligible expense.	Falls under 1 of the eligible expense.	Requires additional clarification how it falls under one of the eligible expenses.		



**Recreation Funding Committee
Schedule "F"**



4.0 Current Financial Statements								
J	4.0 Current Financial Statements	Does the current financials indicate financial need for the project/program?	The intent of the funding program is not to enhance recreation/user groups' financial status but is to help cover: <ul style="list-style-type: none"> - the costs to operate facilities, - improving/building on existing programs, - and start up new projects/programs. 	Financials are explicit and indicate financial need for the project/program.	Financials are available and indicate financial need for the project/program.	Financials do not indicate financial need for the project/program.		
K	4.1 Statement Approval	Have the financial statements been approved by their governing body?	Organizations must agree that the attached financial statements are true, accurate, and have been approved by their executive body.	Financial statements have been approved by their governing body.	-	Financial statements have not been approved by their governing body.		
L	4.2 Statements Included.	Has the organization submitted a complete set of financial statements?	Organizations must provide financial statements that reflect their entire operations for one fiscal year. These documents must be current, legible, and complete.	Well formatted, current, legible, and complete financial statements have been provided.	Current, legible, and complete financial statements have been provided.	Financial statements have been provided.		
M	4.2 Statements Included.	Has the organization provided a list of accounts and their intended purpose of their funds?	Organizations must list all savings accounts, capital replacement accounts, and operating accounts. They are required to insert notes explaining the intended purpose of all funds. (E.g. Lump sum in the savings account is earmarked for a capital equipment upgrade)	Organization's accounts have been listed with notes explaining the intended purpose of the funding.	Organization's accounts have been listed but purpose for funding is not clear.	All accounts have not been listed and purpose for the funding is not included.		
N	Carry Forward Assessment	If project/programs/event funded in the past, were the funds fully expended?	Organizations are required to expend the awarded funds on the project or program they allied for. Change request are not permitted at this time. Returning funding does not impact their eligibility.	Funds were fully expended for the intended purpose and provided detailed follow up information.	Funds were fully expended for the intended purpose.	Funds were not used for the intended purpose.		
TOTAL POINTS EARNED:								



Recreation Funding Committee
Schedule "F"



Recreation Funding Committee Review	
Official Recommendation:	
Reason for rejecting (if applicable)	
Score:	/42
Assessed by (All that are present):	
Date Assessed:	



Recreation Funding Committee
Schedule "D"



Recreation Grant Application Form

Familiarize yourself with Schedule C – Grant Application for application guidance and grading criteria. This will help you prepare a complete application and improve your chance of grant success.

Applicants can apply for one or more projects/programs/events during each funding cycle.

Rather than having applicants prepare multiple applications, applicants are permitted to apply for more than one project/program/event on a single application. You are required to fill out one **Project Insert** for each project/program/event you are applying for.

The example below demonstrates a complete application with multiple project inserts listed.

- 1.0 Applicant Information (Page 1)
- **Project Insert** (Page 2) – Utility Support
- **Project Insert** (Page 2) – Junior Badminton Clinic
- **Project Insert** (Page 2) – Advertising for Mixed Badminton Tournament
- 4.0 Current Financial Statements and 5.0 Applicant Agreement (Page 3)

Applications must be legible. Detailed point form is acceptable and encouraged. Applicants are encouraged to complete and submit their application via the online fillable form where possible.

1.0 Recreation Grant Applicant Information

1.1 Organization Name: Bassano Minor Hockey Association

1.2 Mailing Address: Box 701, Bassano, Ab T0J 0B0

1.3 Primary Contact Person Information:

Name: Karyn Huckerby Position: President

Phone: 403 501 8845 E-Mail: karynhuckerby@hotmail.com

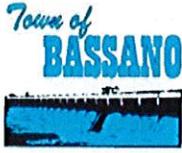
1.4 Other Contact Person Information:

Name: Keith Branson Position: Treasurer

Phone: 403-501-1393 E-Mail: Keith.branson@hotmail.com

1.5 Describe your organization and its purpose:

BMHA provides minor hockey programming each year between the months of September to April for ages 4 years to 18 years. Options for players include intro to hockey & league play.



Recreation Funding Committee
Schedule "D"



Project Insert

ONLY include one project/program/event on each insert.
Repeat as required.

2.0 Project/Program Overview

2.1 Project/Program/Event Title: BMHA Kick Off Camp 2021

2.2 Provide a brief summary of the project/program: Conditioning camp to start off 2021 season

2.3 Provide a statement of need for your project/program:
We have heard from our membership that an event like a pre-season skate & conditioning camp would be beneficial for our players. Costs of hosting would normally be paid by the players interested that can affect the extra cost we would like to make this available to all

Target Audience (age): 4yrs -> 18yrs Anticipated # of Users: 50

Location of Program/Project: Bassano Centennial Arena

Project Start Date: Sept 24 2021 Project End Date: Oct 4 2021 * (any 3 days during this time frame)

2.4 How will you encourage existing and new users to your project, program, event, or facility for which you are applying?
It would be offered free of charge to all registrants, with groups skating in age-specific categories

2.5 How will your organization collect feedback to improve your project, program, event, or facility? How do you know the project, program, event, or facility is successful?
We could ask participants for feedback via an evaluation form after the program

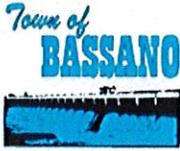
2.6 Amount Requested: \$100/participant (~~xxx~~ \$5000)

Course cost set by Hitech (instructors)

2.7 Has your organization requested additional funding from other sources: Yes No

3.0 Project Budget (all totals must Balance)

Income:	Expenses: List all expenses for this project/program	
	\$5000.00	
Amount Requested (2.6):	\$ 100 x 50 = 5000	\$ 5000.00
Other Income):		\$
<u>Fundraiser</u>	\$ 993.00	<u>Hotel accommodation for 4</u> \$ 800.00
	\$	<u>instructors.</u> \$
	\$	<u>Mileage from Lethbridge (\$0.50</u> \$ 193.00
	\$	<u>per km)</u> \$
Total:	\$ 5993.00	Total: \$ 5000.00
		5993.00



Recreation Funding Committee
Schedule "D"



4.0 Current Financial Statements

4.1 Bassano Minor Hockey agrees the attached financial statements are true,
Organization Name accurate and have been approved by your executive body.

4.2 Indicate your financial statements and applicable fundraising information (e.g. casino receipt or fundraising letter) have been attached to this application.

- Financial statements (mandatory)
- Other (if applicable)

List your organizations financial accounts and identify the proposed use for these funds.

Type of Account	Proposed use for funds
General Acct	Used to pay arena dues, insurance, league + organization fees
Casino Acct	Used to pay referees

5.0 Application Agreement

5.1 Bassano Minor Hockey agrees that the information in this document is true and
Organization Name accurate.

5.2 Indicate which documents have been attached to this application. Check all boxes that apply:

- Recreation Grant Applicant Information - Page 1 (mandatory)
- Project Insert - Page 2 (mandatory) _____
- Project Insert - Page 2 (if applicable) _____
- Project Insert - Page 2 (if applicable) _____
- Current Financial Statements - Page 3 (mandatory)
- Quotes attached (if applicable)
- Letters of Support (optional)

5.3 Signature:

02-28-2021
Signature/Position Date (mm/dd/yyyy)

04-11-2021
Signature/Position Date (mm/dd/yyyy)

*All sections of the application must be completed, or the application will not move forward.

Dear Recreation Funding Committee

26 March, 2021

RE: PROJECT INSERT- Bassano Minor Hockey Kick Off Camp 2021

As per our application, BMHA would like to host a conditioning/kick off camp to start the 2021-2022 season. It would be hosted by Hi-Tek Sports Group out of Lethbridge, who would send 2-3 qualified coaches to review skills and prepare our players for the season.

Hi-Tek Sports is a reputable company with highly skilled sport leaders that specialize in providing fun and educational sport activities to all age groups. Our hope is to be able to provide this camp to all age groups that are registered with Bassano Minor Hockey this fall.

BMHA had booked this group for a kick off camp in September of last year however, while the interest was high from our membership, the registrations were low as most felt that paying another registration fee (on top of minor hockey and arena dues and dues for other activities that start in the fall) was not something most families can afford or budget. In the end, the camp was cancelled due to low registration and COVID-19 uncertainties.

The camp would be Friday evening and all day Saturday and Sunday. We have tentatively booked it for October 1, 2 & 3, 2021, depending on ice availability in Bassano and registration numbers. A minimum of 30 participants would be needed to successfully host this camp, with a maximum of 50. COVID-19 restrictions and cohort rules, whatever they may look like at that time, will be followed.

We feel that it would be beneficial to be able to offer this camp to every one of our players, regardless of financial hardship or freedom. It would serve as a pre-season team bonding activity and enable new skills to be used throughout the year.

The application is for 50 members to attend at \$100 each. If we do not have 50 participants, the remaining funds would be used for minor hockey skill programming (goalie specific programs and/or power skating activities throughout season) or returned to you.

Attached is the poster we advertised for the camp last year. A similar one would be included with minor hockey registration (minus the fee payment if application successful).

For more information, please contact:

Karyn Huckerby, President BMHA 403-501-8845

Keith Branson, Treasurer BMHA 403-501-1393

Chris Leroux, Program Director, Hi Tek Sports 403-308-3490

Bassano Minor Hockey Skills Camp

Sept 25 - 27 , 2020

\$100.00 - \$125 Non-Member



Hockey Skills Camp is open to all Age Divisions

4 x 1 hour on-ice sessions at Bassano Arena

**Skill Development Drills: Quickness-Power-Speed
Small Area Game Drills: Puck Skills-Individual Tactics
High Paced Sessions: Fun-Challenging-Productive
Checking Sessions: Angling-Protection-Body Awareness**

**Hi-Tek Hockey is based out of Lethbridge and Okotoks.
We strive to have elite level instructors so skill development
is properly executed for players.**

Hi-Tek Hockey has 20 years of player development and coach mentoring experience

**To register for the hockey camp you must make your payment through
Bassano Minor Hockey as well complete the online registration form
located under hockey skills camps at www.hitekports.com.
Camp Director - - Karyn Huckerby karynhuckerby@hotmail.com**

BASSANO MINOR HOCKEY SOCIETY
Financial Statements
Year Ended July 31, 2020

BASSANO MINOR HOCKEY SOCIETY
Statement of Financial Position
July 31, 2020

	2020	2019
ASSETS		
CURRENT		
Cash	\$ 18,374	\$ 23,038
Cash - Casino	43,308	12,753
Accounts receivable	790	790
	\$ 62,472	\$ 36,581
LIABILITIES AND SHAREHOLDERS' EQUITY		
CURRENT		
Accounts payable	\$ 2,250	\$ 14,179
Bassano Arena dues payable	3,750	4,000
Deferred income	3,475	2,250
	9,475	20,429
NET ASSETS		
General fund	9,905	9,399
Casino fund	43,092	6,753
	52,997	16,152
	\$ 62,472	\$ 36,581

BASSANO MINOR HOCKEY SOCIETY
Statement of Revenues and Expenditures
Year Ended July 31, 2020

	2020	2019
REVENUE		
Casino income	\$ 33,596	\$ -
Hockey registration fees	9,600	15,065
Tournament fees	6,020	3,500
Cash Calendars	4,610	-
Donations	4,402	901
Midget 50/50	3,048	1,765
Atom 50/50	1,774	1,604
Hockey Day in Bassano - Raffle	1,310	-
Pee Wee Girls 50/50	778	1,214
Tournament raffle tables	651	2,691
Mity Mite 50/50	644	-
Miscellaneous income	210	35
Interest	14	16
Novice 50/50	-	770
Bantam 50/50	-	704
	66,657	28,265
EXPENDITURES		
Out of town referees	8,661	8,438
Ice rentals	8,000	14,000
CAHL/Hockey Alberta dues	2,667	5,997
Travel	2,544	475
Casino Advisors	1,735	-
Hockey Day in Bassano	1,603	-
Tournament expenses	1,405	3,172
Referees	829	2,343
Insurance	664	625
Team pictures	560	1,206
Interest and bank charges	377	816
Office	375	1,468
Clinic fees	205	1,374
Equipment	104	26,490
Miscellaneous expenses	50	100
Advertising and promotion	33	-
Clothing	-	1,224
Donations	-	538
Fines and penalties	-	200
	29,812	68,466
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	\$ 36,845	\$ (40,201)

BASSANO MINOR HOCKEY SOCIETY
Statement of Changes in Net Assets
Year Ended July 31, 2020

	General Fund	Casino Fund	2020	2019
NET ASSETS - BEGINNING OF YEAR	\$ 9,399	\$ 6,753	\$ 16,152	\$ 56,353
EXCESS OF REVENUE OVER EXPENDITURES	506	36,339	36,845	(40,201)
NET ASSETS - END OF YEAR	\$ 9,905	\$ 43,092	\$ 52,997	\$ 16,152

BASSANO MINOR HOCKEY SOCIETY
Gaming Receipts and Disbursements
Year Ended July 31, 2020

(Schedule 1)

	2020	2019
RECEIPTS		
Casino Income	\$ 33,596	\$ -
Cash Calendars	4,610	-
Midget 50/50	3,048	787
Atom 50/50	1,774	1,043
Hockey Day in Bassano - Raffle	1,310	-
PeeWee Girls 50/50	778	699
Tournament Raffle Tables	651	2,691
Mighty-Mite 50/50	644	-
Interest Income	6	2
Novice 50/50	-	432
Bantam 50/50	-	391
	46,417	6,045
DISBURSEMENTS		
Out of town referees	5,372	8,438
Mileage/Hotels	2,544	-
Advisors	1,735	-
Referees	421	2,343
Interest and bank charges	6	19
Ice Rental	-	6,000
Donations	-	100
	10,078	16,900
EXCESS (DEFICIENCY) OF CASINO RECEIPTS OVER DISBURSEMENTS	\$ 36,339	\$ (10,855)

Bassano Minor Hockey Society
Income Statement 08/01/2020 to 01/31/2021

REVENUE

50/50 Revenue	
Grant Income	3,445.26
Total 50/50 Revenue	<u>3,445.26</u>

Other Revenue	
Hockey Registration Fees	12,350.00
Interest Payments	5.38
Donations	585.85
Net Revenue	<u>12,941.23</u>

Gaming Revenue	
Cash Calendars	6,640.00
Interest Income	8.46
Total Gaming Revenue	<u>6,648.46</u>

TOTAL REVENUE 23,034.95

EXPENSE

General Expenses	
Office Supplies	313.13
Bank Charges	40.55
Credit Card Fees	149.75
Insurance	700.00
CAHL/Hockey Alberta dues	2,062.84
Equipment	3,870.51
Tournament Expenses	280.00
Clinic Fees	554.50
Team Pictures	810.00
Fundraiser Expenses	73.48
Referees	900.00
Total General Expenses	<u>9,754.76</u>

Gaming Expenses	
Referees	65.00
Out of Town Referees	1,151.50
Bank Charges	131.48
Total Gaming Expenses	<u>1,347.98</u>

TOTAL EXPENSE 11,102.74

NET INCOME 11,932.21

**Bassano Minor Hockey Society
Balance Sheet As at 01/31/2021**

ASSET

Current Assets

(General) Community Spirit #24		40,306.06
(Casino) Community Spirit #25	<u>48,711.66</u>	
Subtotal Casino Assets		48,711.66
Accounts Receivable		<u>1,290.00</u>
Total Current Assets		<u>90,307.72</u>

TOTAL ASSET 90,307.72

LIABILITY

Current Liabilities

Bassano Arena Payable		23,000.00
Accounts Payable		<u>2,377.34</u>
Total Current Liabilities		<u>25,377.34</u>

TOTAL LIABILITY 25,377.34

EQUITY

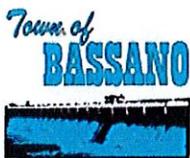
Retained Earnings

Retained Earnings - Previous Year		52,998.17
Current Earnings		<u>11,932.21</u>
Total Owners Equity		<u>64,930.38</u>

TOTAL EQUITY 64,930.38

LIABILITIES AND EQUITY 90,307.72

\$23,000.00
arena
dues
paid Feb



Recreation Funding Committee
Schedule "D"



Recreation Grant Application Form

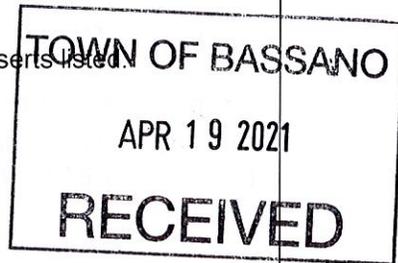
Familiarize yourself with Schedule C – Grant Application for application guidance and grading criteria. This will help you prepare a complete application and improve your chance of grant success.

Applicants can apply for one or more projects/programs/events during each funding cycle.

Rather than having applicants prepare multiple applications, applicants are permitted to apply for more than one project/program/event on a single application. You are required to fill out one **Project Insert** for each project/program/event you are applying for.

The example below demonstrates a complete application with multiple project inserts listed:

- 1.0 Applicant Information (Page 1)
- **Project Insert** (Page 2) – Utility Support
- **Project Insert** (Page 2) – Junior Badminton Clinic
- **Project Insert** (Page 2) – Advertising for Mixed Badminton Tournament
- 4.0 Current Financial Statements and 5.0 Applicant Agreement (Page 3)



Applications must be legible. Detailed point form is acceptable and encouraged. Applicants are encouraged to complete and submit their application via the online fillable form where possible.

1.0 Recreation Grant Applicant Information

1.1 Organization Name: Pioneer Damsiters Drop-In Centre

1.2 Mailing Address: P.O. Box 268, Bassano, Alberta T0J 0B0

1.3 Primary Contact Person Information:

Name: Edna Nielsen Position: Treasurer

Phone: 403-641-3054. Cell: 403-501-1848 E-Mail: nielsen8@telusplanet.net

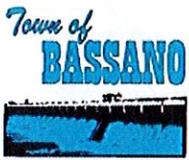
1.4 Other Contact Person Information:

Name: Roger Newman Position: President

Phone: 403-793-9367 E-Mail: roger3.rn@gmail.com

1.5 Describe your organization and its purpose:

Seniors Drop-In Centre - purpose is to provide a wide range of activities, community services, and socialization opportunities for seniors.



Recreation Funding Committee
Schedule "D"



Project Insert

ONLY include one project/program/event on each insert.
Repeat as required.

2.0 Project/Program Overview

2.1 Project/Program/Event Title: Maintenance Support

2.2 Provide a brief summary of the project/program: Purchase a vacuum cleaner

2.3 Provide a statement of need for your project/program: Do not have a vacuum cleaner, and one is needed to clean carpets at front and back entrances.

Target Audience (age): 50+ Anticipated # of Users: Last year membership was 85. Drop-In not open at present due to Covid-19.

Location of Program/Project: 317-2 Avenue, Bassano, Alberta

Project Start Date: Upon purchase of vacuum cleaner Project End Date: December 31, 2021 and into the future.

2.4 How will you encourage existing and new users to your project, program, event, or facility for which you are applying? To be used for maintenance.

2.5 How will your organization collect feedback to improve your project, program, event, or facility? How do you know the project, program, event, or facility is successful? To be used for maintenance.

2.6 Amount Requested: \$190.00

2.7 Has your organization requested additional funding from other sources: Yes No

3.0 Project Budget (all totals must Balance)

Income:	Expenses: List all expenses for this project/program		
Amount Requested (2.6):	\$ 190.00	<u>Vacuum Cleaner</u>	\$ 190.00
Other Income):	\$	<u>(Estimate from store)</u>	\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
Total:	\$ 190.00	Total:	\$ 190.00



Recreation Funding Committee
Schedule "D"



Project Insert

ONLY include one project/program/event on each insert.
Repeat as required.

2.0 Project/Program Overview

2.1 Project/Program/Event Title:

Laptop Computer Support

2.2 Provide a brief summary of the project/program:

Buy a laptop computer for use by the members

2.3 Provide a statement of need for your project/program:

Many of our members do not have access to computers or internet. It would be hooked up for internet, and e-mail would also be set up. Could also be used for power-point presentations.

Target Audience (age): 50+ Anticipated # of Users: Last year membership was 85. Drop-In not open at present due to Covid-19.

Location of Program/Project: 317-2 Avenue, Bassano, Alberta

Project Start Date: Upon purchase of laptop and opening of Drop-In. Project End Date: December 31, 2021 and into the future.

2.4 How will you encourage existing and new users to your project, program, event, or facility for which you are applying?

Word of mouth to members, bulletin board at Drop-In, advertise availability of laptop, internet, e-mail when advertising for new members. Get someone to show members how to use laptop and internet, and e-mail.

2.5 How will your organization collect feedback to improve your project, program, event, or facility? How do you know the project, program, event, or facility is successful?

Word of mouth. Will know if successful if a number of members use it.

2.6 Amount Requested: \$900.00

2.7 Has your organization requested additional funding from other sources: Yes No

3.0 Project Budget (all totals must balance)

Income:	Expenses: List all expenses for this project/program		
Amount Requested (2.6):	\$ <u>900.00</u>	<u>Laptop Computer</u>	\$ <u>900.00</u>
Other Income):	\$ _____	<u>(Estimate from store)</u>	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
Total:	\$ <u>900.00</u>	Total:	\$ <u>900.00</u>

Pioneer Damsiters Drop-in Centre

Income Statement 01/01/2020 to 12/31/2020

REVENUE

Sales	
Net Sales	0.00
Income	
Bingo	164.75
Soup & Sandwich Lunches	153.03
Recreation Grant (County & Town)	2,076.00
Pop Income	12.20
Function Fee	1,704.65
50/50's	160.00
Key Deposit	10.00
Membership Dues	820.00
Pot Luck Suppers	30.00
Total Income	5,130.63
TOTAL REVENUE	5,130.63

EXPENSE

Cost of Goods Sold	
Total Cost of Goods Sold	0.00
Payroll Expenses	
Total Payroll Expense	0.00
General & Administrative Expe...	
Kitchen Supplies	523.76
Cleaning	1,500.00
Advertising	13.50
Landscaping & Yard Maintenance	130.00
GST Paid	155.40
Insurance	1,399.00
Office Supplies & Postage	365.89
Snow Removal	340.00
Bingo Expenses	9.88
50/50 Expenses	25.58
Donations	50.00
Gifts	30.00
Operations	586.37
Repair & Maintenance	1,054.69
Telephone & Internet	802.71
Utilities	3,022.57
Total General & Admin. Expen...	10,009.35
TOTAL EXPENSE	10,009.35
NET INCOME	-4,878.72

Does not include Wifi.

*Reviewed Jan 28, 2021
 by Cheryl
 Barb Hein*

Pioneer Damsiters Drop-in Centre
Balance Sheet As at 12/31/2020

ASSET

Current Assets		
Treasury Branch-General Account	3,444.66	
Treasury Branch-Casino Account	6,225.33	
Treasury Branch - Bingo Account	397.47	
Total Cash		10,067.46
Total Current Assets		10,067.46
Capital Assets		
Furniture & Equipment	53,654.13	
Net - Furniture & Equipment		53,654.13
Total Capital Assets		53,654.13
TOTAL ASSET		63,721.59
EQUITY		
Owners Equity		
Retained Earnings - Previous Year	68,600.31	
Current Earnings	-4,878.72	
Total Owners Equity		63,721.59
TOTAL EQUITY		63,721.59
LIABILITIES AND EQUITY		63,721.59

Reviewed Jan 28, 2021
 Terna Perryford
 Mark Hein

Pioneer Damsiters Drop-in Centre
Income Statement 01/01/2021 to 04/14/2021

REVENUE

Sales	
Net Sales	0.00

Income	
Recreation Grant (County & Town)	1,786.57
50/50's	0.00
Emergency Relief Benefit (Town)	3,000.00
Membership Dues	260.00
Pot Luck Suppers	0.00
Total Income	<u>5,046.57</u>

TOTAL REVENUE	<u>5,046.57</u>
----------------------	-----------------

EXPENSE

Cost of Goods Sold	
Total Cost of Goods Sold	<u>0.00</u>

Payroll Expenses	
Total Payroll Expense	<u>0.00</u>

General & Administrative Expe...	
Kitchen Supplies	0.00
Cleaning	0.00
GST Paid	57.61
Insurance	590.00
Interest & Bank Charges	69.22
Office Supplies & Postage	36.77
Operations	24.97
Repair & Maintenance	0.00
Telephone & Internet	925.74
Utilities	41.20
Total General & Admin. Expen...	<u>1,745.51</u>

TOTAL EXPENSE	<u>1,745.51</u>
----------------------	-----------------

NET INCOME	<u><u>3,301.06</u></u>
-------------------	------------------------

Pioneer Damsiters Drop-in Centre

Balance Sheet As at 04/14/2021

ASSET

Current Assets

Treasury Branch-General Account	6,745.72	
Treasury Branch-Casino Account	6,225.33	
Treasury Branch - Bingo Account	397.47	
Total Cash		13,368.52

Total Current Assets		13,368.52
-----------------------------	--	------------------

Capital Assets

Furniture & Equipment	53,654.13	
Net - Furniture & Equipment		53,654.13

Total Capital Assets		53,654.13
-----------------------------	--	------------------

TOTAL ASSET		67,022.65
--------------------	--	------------------

EQUITY

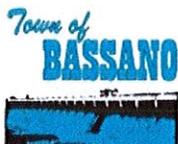
Owners Equity

Retained Earnings - Previous Year	63,721.59	
Current Earnings	3,301.06	

Total Owners Equity		67,022.65
----------------------------	--	------------------

TOTAL EQUITY		67,022.65
---------------------	--	------------------

LIABILITIES AND EQUITY		67,022.65
-------------------------------	--	------------------



Recreation Funding Committee
Schedule "D"



Recreation Grant Application Form

Familiarize yourself with Schedule C – Grant Application for application guidance and grading criteria. This will help you prepare a complete application and improve your chance of grant success.

Applicants can apply for one or more projects/programs/events during each funding cycle.

Rather than having applicants prepare multiple applications, applicants are permitted to apply for more than one project/program/event on a single application. You are required to fill out one **Project Insert** for each project/program/event you are applying for.

The example below demonstrates a complete application with multiple project inserts listed.

- 1.0 Applicant Information (Page 1)
- **Project Insert** (Page 2) – Utility Support
- **Project Insert** (Page 2) – Junior Badminton Clinic
- **Project Insert** (Page 2) – Advertising for Mixed Badminton Tournament
- 4.0 Current Financial Statements and 5.0 Applicant Agreement (Page 3)

Applications must be legible. Detailed point form is acceptable and encouraged. Applicants are encouraged to complete and submit their application via the online fillable form where possible.

1.0 Recreation Grant Applicant Information

1.1 Organization Name:

Bassano Skating Club

1.2 Mailing Address:

PO Box 24 Bassano Alberta T0J0B0

1.3 Primary Contact Person Information:

Name: Judy Makin

Position: Treasurer

Phone: 403-363-4688

E-Mail: judi.makin@outlook.com

1.4 Other Contact Person Information:

Name: Theresa Kelly

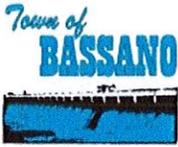
Position: President

Phone: 403-363-5356

E-Mail: tak976@gmail.com

1.5 Describe your organization and its purpose:

See 1.5 on page 4



Recreation Funding Committee
Schedule "D"



Project Insert

ONLY include one project/program/event on each insert.
Repeat as required.

2.0 Project/Program Overview

2.1 Project/Program/Event Title:
Bassano Skating Club Equipment Upgrade

2.2 Provide a brief summary of the project/program:
To provide our young skaters with sturdy dependable and fun skating aids,

2.3 Provide a statement of need for your project/program:
See 2.3 on page 4

Target Audience (age): 4-8 Anticipated # of Users: 20+ per season

Location of Program/Project: Bassano Arena

Project Start Date: Immediate Project End Date: Date of Purchase/Immediate.

2.4 How will you encourage existing and new users to your project, program, event, or facility for which you are applying?
See 2.4 on page 4

2.5 How will your organization collect feedback to improve your project, program, event, or facility? How do you know the project, program, event, or facility is successful?
By maintaining or increasing returning registration numbers.

2.6 Amount Requested: \$2217.87

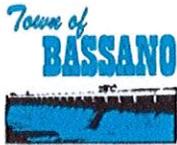
2.7 Has your organization requested additional funding from other sources: [] Yes [x] No

3.0 Project Budget (all totals must Balance)

Table with 4 columns: Income, Expenses, Amount Requested (2.6), and Other Income. Includes handwritten entries for '6x skate aids' and totals of \$2217.87.

2 Asking for the full coverage of the grant.

* This is our first step in acquiring these aids. We do plan to apply to the ag Society in October 2021 as well, if we don't receive the recreation grant funding. CC.



Recreation Funding Committee Schedule "D"



Project Insert

ONLY include one project/program/event on each insert. Repeat as required.

2.0 Project/Program Overview

2.1 Project/Program/Event Title: Sharpen Your Skills Seminar (exact date TBD arena dependant)

2.2 Provide a brief summary of the project/program: improve skating skills, physical performance, mental attitude during 2 part seminar (2x 2 hours)

2.3 Provide a statement of need for your project/program: Bringing in a guest coach of Sharon Falks calibre can have a huge impact on a young skater. (See Specifications on the supporting document) She brings an attitude and drive that can inspire our skaters, as well as a keen eye to see where our skaters need to improve to be able to compete on a larger scale.

Target Audience (age): 5-18 Anticipated # of Users: 30+ Covid Dependant

Location of Program/Project: Bassano Arena

Project Start Date: fall/winter of 2021 Project End Date: fall/winter of 2021

2.4 How will you encourage existing and new users to your project, program, event, or facility for which you are applying? word of mouth, posters, newspaper, social media, email.

2.5 How will your organization collect feedback to improve your project, program, event, or facility? How do you know the project, program, event, or facility is successful? We will know it was successful if we have a full registration (however many Covid allows) and if we see an improvement in our skaters skills through skating report cards.

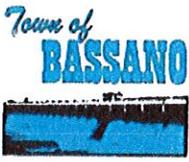
2.6 Amount Requested: 600.00

2.7 Has your organization requested additional funding from other sources: [] Yes [x] No

3.0 Project Budget (all totals must Balance)

Table with 2 columns: Income and Expenses. Income includes Amount Requested (\$600.00) and Other Income. Expenses include Coaching (\$300.00) and Mileage (\$300.00). Totals for both columns are \$600.00.

Ice time cost will be taken out of the fees the Bassano Skating Club pays to the Bassano Arena Management Board. Participants will not be required to pay a fee but must be registered with Skate Canada as an insured member.



Recreation Funding Committee
Schedule "D"



4.0 Current Financial Statements

4.1 Bassano Skating Club Organization Name agrees the attached financial statements are true, accurate and have been approved by your executive body.

4.2 Indicate your financial statements and applicable fundraising information (e.g. casino receipt or fundraising letter) have been attached to this application.

- Financial statements (mandatory)
- Other (if applicable)

List your organizations financial accounts and identify the proposed use for these funds.

Type of Account	Proposed use for funds
Casino Account	- Ice Pees \$5000.00 Annually - Coach Pees approx \$8000 Annually
	- Entire account earmarked until we are able to lock in a new casino date.
General Account	- Backup funds for Ice Pees / coaching - general operations.
	- funds used to host competitions, showcase, carnival etc. - credit due to be carried over to skating families TBD

5.0 Application Agreement

5.1 Bassano Skating Club Organization Name agrees that the information in this document is true and accurate.

5.2 Indicate which documents have been attached to this application. Check all boxes that apply:

- Recreation Grant Applicant Information - Page 1 (mandatory)
- Project Insert - Page 2 (mandatory)
- Project Insert - Page 2 (if applicable)
- Project Insert - Page 2 (if applicable)
- Current Financial Statements - Page 3 (mandatory)
- Quotes attached (if applicable)
- Letters of Support (optional)

5.3 Signature:

[Signature] Treasurer
Signature/Position

2021/04/18
Date (mm/dd/yyyy)

[Signature]
Signature/Position

04/21/2021
Date (mm/dd/yyyy)

*All sections of the application must be completed, or the application will not move forward.

1.5

The Bassano Skating Club is a parent run organization, serving the children of our community and surrounding area for over 20 years. We have skaters of all ages and abilities, and pride ourselves in being able to offer a diverse program ranging from beginner skaters to advanced skaters according to Skate Canada Protocol.

2.3

It is our hope with these skating aids that we will be able to entice new skaters at a young age to our skating program. These skating aids will help us to provide a fun filled way to build a skaters confidence at first contact with the ice. While at the same time allowing our coaches and assistants to focus on the group as a whole. With this initial impression of skating reinforced as positive instead of frustrating we hope to retain these skaters throughout the years of their skating careers. In the long run increasing the registrations of our returning skaters and revitalising the club.

2.4

Posters, Facebook, News Paper Ads, Word of mouth, Registration forms handed out at the local school, Hosting multiple registration nights.

Bassano Skating Club

Box 24
Bassano, AB
T0J0B0

Sharpen your Skills Seminar

April 25, 2021

Overview

Sharpen your skating skills, physical performance, mental attitude, and more during the 2 session seminars.

Goals

1. **Focus on promoting skater development.** During the seminars, skaters can improve their motor skills of balance, agility, coordination and technical skills: edges, turns, stroking, jumps, spins, etc.
2. **Strengthen body positions.** Instructor will provide demonstrations on body positions, choreographic step sequences, choreographic twizzles.
3. **Development of rhythm.** Work on coordination and rhythm and new choreographic ideas.

Specifications

Practicing helps enable skaters to move more gracefully into jumps and teach them the core strength that is needful to perform difficult elements. **Sharon Falk** is a National Coach in Calgary training high end athletes in their endeavor to the Olympics.

The cost of 2 part Seminar \$300.00 for Coach fees + \$300.00 for mileage for total **\$600.00**



Other styles available. See attached.



SYNERGLACE CANADA INC
 199 RUE D'AMSTERDAM
 ST-AUGUSTIN-DE-DESMAREUX
 Québec, Canada
 G3A 2V5
 Tél.: 581-777-6099



SOUSSION

N° soumission	N° client	Date	Page
321	Bassano	2021-03-20	1

Facturé à	Livré à
Bassano Skating Club Box 1236 Bassano Alberta, Canada, T0J0B0 Tél.: (403) 363-4688 A/S: Carrie LASSITER	Bassano Skating Club Box 1236 Bassano Alberta, Canada, T0J0B0 Tél.: (403) 363-4688
B/C:	Expédition:

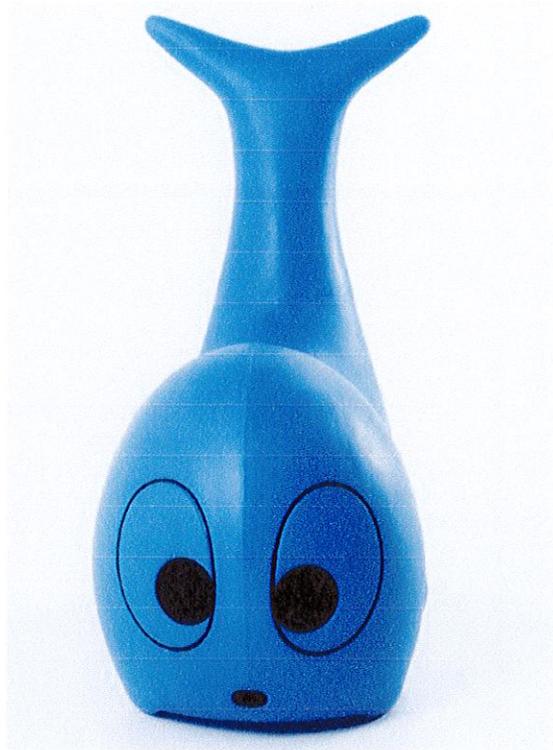
Conditions de paiement	Vendeur
	LAURENT ARNAUD

Item	Qté	Description	Tx	Prix	Total
Beluga-b	6.00	"BELUGA" Synergglace (Bleu)	FP	279.00	1674.00 \$
Transport	1.00	Frais de transport	FP	255.00	255.00 \$

T.P.S.: 815940523RT0001	T.V.Q.: 1223021332TQ0001	Date de livraison:	
Heure de livraison:			
Commentaire:			
Signature: _____			
		Sous-total:	1929.00 \$
		Transport:	0.00 \$
		T.P.S.:	96.45 \$
		T.V.Q.:	192.42 \$
		Montant total:	2217.87 \$
		Total soumission:	2217.87 \$
Site Web: www.synergglace.ca	Courriel: info@synergglace.ca		

BELUGA

Synerglace / Beluga



The "Béluga" is a skating aid module with seating. Robust and very stable, it is the ideal companion for the first contact with ice. With an eye-catching look, it seduces children as well as adults and offers opportunities for fun alone or with others.

Color



Specifications

Public: children
Material: molded plastic
Height: 28,74 inches
Width: 17,32 inches
Depth: 31,50 inches
Weight: 11,02 lb

Price

CDN\$289,00 (taxes not included)

can.
Unstackable



Want to know more about our products and services?

CONTACT US

BOBBY

Synerg^lace / Bobby



In the spirit of the sledge chair, the slider Bobby allows you to skate while ensuring stability or to sit down and enjoy the thrust of a confirmed skater to slip at ease. Children will quickly understand the interest of Bobby by improvising many games! Fun and good times assured with this new accessory that will enrich your garden ice.

Color



Specifications

Public: children
Material: resin
Height: 33,50 inches
Width: 19,70 inches
Depth: 31,50 inches
Weight: 17,64 lb

Price

CDN\$297,00 (taxes not included)

Pro
Stackable

Can
more expensive than Beluga.



Want to know more about our products and services?

CONTACT US



TOMMY

Synergylace / Tommy



Tommy the reindeer is the perfect companion to learn and have fun on the ice. Stable, robust, and attractive, it will provide happy memories for young users. Sold by lot, consisting of a blue, brown and orange Tommy.

Color

Three color available by lot of 3.



Specifications

Public: children
Material: resin
Height: 31,50 inches
Width: 15,75 inches
Depth: 13,78 inches
Weight: 15,43 lb

Price

CDN\$599.00 (taxes not included) by lot of 3.

Con
Unclear if they are stackable.

Pro
Cheapest version in groups of 3



Want to know more about our products and services?

CONTACT US



Casino Account

Opening Balance Sept 1 2020 \$10, 583.71

Credits	
Raffles Proceeds/ Fundraising	\$12, 317.50
Interest	\$0.12
	Total \$ 12, 317.62

Debits	
Wages	\$2, 589.00
	Total \$2, 589.00

Closing Balance March 26 2021 Total \$20, 312.33

General Account

Opening Balance Sept 1 2020 \$30, 722.38

Credits	
Registration fees	\$7833.01
Ag Grant	\$987.21
Interest	\$4.84
	Total \$8, 825.06

Debits	
Ice Fee	\$10, 000.00
Arena Fees	\$5, 750.00
Raffle Proceeds (transferred to Casino account)	\$4, 037.50
Skate Canada Insurance	\$1, 337.93
Ipod/ Ipad (Ag grant Funded)	\$779.79
Advertising	\$104.06
Ag Grant Returned Funds	\$107.42
Refunds	\$56.35
Operations	\$181.85
	Total \$22, 254.90

Closing Balance March 26 2021 \$17, 192.54

Bassano Skating Club

Examination of 2020 Transactions September 1, 2019 to August 31, 2020

Examined By: Edward Chapman
Box 232
Bassano, Alberta
T0J 0B0

To: Board Members of Bassano Skating Club

From: Edward Chapman

Re: August 31, 2020 examination of financial position and transactions

I have examined the records including deposits and invoices of the Bassano Skating Club as presented, and find that the financial information provided gives a complete and accurate up to date record of the financial transactions dating from September 1, 2019 to August 31, 2020. The financial information has been scrutinized only and not audited and accordingly I express no assurance thereon.

October 2, 2020

A handwritten signature in cursive script that reads "Edward Chapman". The signature is written in black ink and is positioned above the printed name.

Edward Chapman

**Bassano Skating Club
Financial Statement
For the year ended August 31, 2020**

Assets

Cash- Bank account	\$ 30,722
Cash- Casino account	10,584
Equipment	3,080
Skating Dresses	<u>1,000</u>

Total Assets \$ 45,386

Liabilities \$ _____

Total Liabilities \$ _____

Income

Registration	13,770
Cash Calendar	5,050
Other revenue	965
Competition Fees	900
Donations	2,505
Grants	2,217
Interest	<u>14</u>

Total Income \$ 25,420

Disbursements

Wages	\$ 6,752
Arena Dues	9,250
Equipment	1,483
Testing	735
Skate Canada	2,382
Cash Calendar payout	1,800
Clothing	2,505
Competition expense	2,810
Gifts	419
PA Wages	493
Other	324
Carnival expense	883
Advertising	83
Office expenses	<u>182</u>

Total Disbursements \$ 30,100

This financial statement has been approved by:

Name Erin Mahon

Position Treasurer

Date Oct 5/2020

Name Kimberly Decker

Position President 2019/2020

Date Oct 5/2020

Bassano Skating Club (General Account) #1010638
Year End Financial Position
September 1, 2019- August 31, 2020

Opening Balance \$ 27,905.35

Revenue

Registration	13,769.79	
Cash Calendar	5,050.00	
Competition Fees	900.00	
Donations	2,505.00	
Grants	2,216.70	
Other Revenue	964.61	
Interest	<u>12.13</u>	<u>25,418.23</u>
		53,323.58

Expenses

Arena Dues	9,250.00	
Wages (Guest coach)	523.00	
PA Wages	493.00	
Skating Competitions	1,540.42	
Cash Calendar payout	1,800.00	
Skate Canada Fees	2,382.23	
Carnival Expenses	882.81	
Gifts/ Windup	418.71	
Testing Expenses	735.00	
Coats	2,505.00	
Equipment	1,482.60	
Badges	323.64	
Office Expenses	181.65	
Advertising	83.14	
Bank Charges		
		<u>22,601.20</u>
		<u>\$ 30,722.38</u> Ending Bank Balance

Bassano Skating Club (Casino Account) #1180398
Year End Financial Position
September 1, 2019- August 31, 2020

Opening Balance		\$ 18,080.22
Revenue		
Interest	<u>1.99</u>	<u>1.99</u> 18,082.21
Expenses		
Wages	6,228.50	
Competition Fees	1,270.00	
		<u>7,498.50</u>
		<u>\$ 10,583.71</u>



Recreation Funding Committee
Schedule "D"



Recreation Grant Application Form

Familiarize yourself with Schedule C – Grant Application for application guidance and grading criteria. This will help you prepare a complete application and improve your chance of grant success.

Applicants can apply for one or more projects/programs/events during each funding cycle.

Rather than having applicants prepare multiple applications, applicants are permitted to apply for more than one project/program/event on a single application. You are required to fill out one **Project Insert** for each project/program/event you are applying for.

The example below demonstrates a complete application with multiple project inserts listed.

- 1.0 Applicant Information (Page 1)
- **Project Insert** (Page 2) – Utility Support
- **Project Insert** (Page 2) – Junior Badminton Clinic
- **Project Insert** (Page 2) – Advertising for Mixed Badminton Tournament
- 4.0 Current Financial Statements and 5.0 Applicant Agreement (Page 3)

TOWN OF BASSANO
APR 22 2021
RECEIVED

Applications must be legible. Detailed point form is acceptable and encouraged. Applicants are encouraged to complete and submit their application via the online fillable form where possible.



1.1 Organization Name:
BASSANO GOLF SOCIETY

1.2 Mailing Address:
PO BOX 568, BASSANO AB. T0J 0B0

1.3 Primary Contact Person Information:

Name: BERNARD GIBEAU Position: TREASURER

Phone: 403-641-3777 E-Mail: bgibeau@telusplanet.net

1.4 Other Contact Person Information:

Name: RICK DOHERTY Position: PRESIDENT

Phone: 403-633-0297 E-Mail: bassanogolf@telus.net

1.5 Describe your organization and its purpose:

THE BASSANO GOLF COURSE SOCIETY IS AN ORGANIZATION SET UP FOR THE PURPOSE OF RECREATION AND EXERCISE FOR THE CITIZENS OF THE TOWN OF BASSANO, THE COUNTY OF NEWELL AND THE SURROUNDING AREAS AS WELL AS TO ENTICE PEOPLE TO THE TOWN OF BASSANO TO SHOP AND USE THE FACILITIES OFFERED WITHIN THE TOWN.



Recreation Funding Committee
Schedule "D"



4.0 Current Financial Statements

4.1 BASSANO GOLF SOCIETY Organization Name agrees the attached financial statements are true, accurate and have been approved by your executive body.

4.2 Indicate your financial statements and applicable fundraising information (e.g. casino receipt or fundraising letter) have been attached to this application.

- Financial statements (mandatory)
Other (if applicable)

List your organizations financial accounts and identify the proposed use for these funds.

Table with 2 columns: Type of Account, Proposed use for funds. Rows include CASH ACCOUNT, ELLITE SAVINGS, TERM DEPOSIT (2), and CASINO ACCOUNT.

5.0 Application Agreement

5.1 BASSANO GOLF SOCIETY Organization Name agrees that the information in this document is true and accurate.

5.2 Indicate which documents have been attached to this application. Check all boxes that apply:

- Recreation Grant Applicant Information - Page 1 (mandatory)
Project Insert - Page 2 (mandatory)
Project Insert - Page 2 (if applicable)
Project Insert - Page 2 (if applicable)
Current Financial Statements - Page 3 (mandatory)
Quotes attached (if applicable)
Letters of Support (optional)

5.3 Signature

Handwritten signatures and dates for two individuals, including dates like April 21/21.

*All sections of the application must be completed, or the application will not move forward.



Recreation Funding Committee
Schedule "D"



Project Insert

ONLY include one project/program/event on each insert.
Repeat as required.

2.0 Project/Program Overview

2.1 Project/Program/Event Title:
YOUTH GOLF

2.2 Provide a brief summary of the project/program:
TO SET UP A PROGRAM TO ENTICE THE YOUNGER GENERATION TO TAKE UP THE GAME OF GOLF

2.3 Provide a statement of need for your project/program:
TO PROVIDE YOUTH SOME PROFESSIONAL INSTRUCTION SO THAT THEY MAY PROPERLY LEARN THE
SKILLS AND ETTIQUETTE OF THE GAME AND SO THAT THEY MAY HOPEFULLY CONTINUE TO USE AND
SUPPORT THE GOLF FACILITY.

Target Audience (age): 12 -17 YEAR OLD Anticipated # of Users: 12 -30

Location of Program/Project: BASSANO GOLF COURSE

Project Start Date: MAY 1, 2021 Project End Date: AUGUST 31, 2021

2.4 How will you encourage existing and new users to your project, program, event, or facility for which
you are applying?
WE HOPE TO BE ABLE TO ADVERTISE THIS PROGRAM THROUGH THE SCHOOL, NOTICES POSTED AT
THE GOLF COURSE AND SOCIAL MEDIA.

2.5 How will your organization collect feedback to improve your project, program, event, or facility? How
do you know the project, program, event, or facility is successful?
WE WILL ASK THE STUDENTS FOR A RESPONSE.

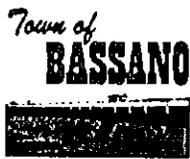
2.6 Amount Requested: 2,450.00

2.7 Has your organization requested additional funding from other sources: [] Yes [x] No

3.0 Project Budget (all totals must Balance)

Table with 4 columns: Income, Expenses, Description, Amount. Rows include Amount Requested (2,450.00), Other Income, Golf Pro Instructor (\$1,800.00), Give-aways, Ball, Tees, Expenses (\$650.00), and Total (\$2,450.00).

No fees will be collected from participants. The youth
program will not run without financial support.



Recreation Funding Committee
Schedule "D"



Project Insert

ONLY include one project/program/event on each insert.
Repeat as required.

2.0 Project/Program Overview

2.1 Project/Program/Event Title:
UTILITY/ COURSE MAINTENENCE

2.2 Provide a brief summary of the project/program:
OFFSET COSTS FOR PUMPING AND SPRAYING OF GOLF COURSE

2.3 Provide a statement of need for your project/program:
AS OUR PUMPING COSTS AND THE COST OF SPRAYING WEEDS IS RATHER LARGE, WE COULD GREATLY USE SOME FINANCIAL SUPPOORT TO OFFSET THESE COSTS.

Target Audience (age): ALL AGES Anticipated # of Users: MEMBERS/GR. FEE/ 475

Location of Program/Project: BASSANO GOLF COURSE

Project Start Date: JANUARY 1, 2021 Project End Date: DECEMBER 31, 2021

2.4 How will you encourage existing and new users to your project, program, event, or facility for which you are applying?
TO KEEP THE APPEARANCE OF THE GOLF COURSE GREEN AND LUSH WITH ADHERING WITH THE TOWN OF BASSANO'S BEAUTIFCATION. A SAFE WAY TO KEEP WEEDS UNDER CONTROL (COUNTY OF NEWELL)

2.5 How will your organization collect feedback to improve your project, program, event, or facility? How do you know the project, program, event, or facility is successful?
RESPONSES BACK FROM MEMBERS AND GREEN FEE USERS

2.6 Amount Requested: 19,100.00

2.7 Has your organization requested additional funding from other sources: [] Yes [x] No

3.0 Project Budget (all totals must Balance)

Table with 4 columns: Income, Expenses, and their respective dollar amounts. Includes rows for Amount Requested, Other Income, Utilities, Spraying of Weeds, and Total.



Recreation Funding Committee
Schedule "D"



Project Insert

ONLY include one project/program/event on each insert.
Repeat as required.

2.0 Project/Program Overview

2.1 Project/Program/Event Title:
ACCOUNTING, ADMINISTRATION, AND INSURANCE

2.2 Provide a brief summary of the project/program:
WE WILL USE THE GRANT TO HELP OFFSET THE COST OF ACCOUNTING, BOOKKEEPING AND INSURANCE

2.3 Provide a statement of need for your project/program:
TO KEEP AN ACCURATE ACCOUNTING AND BOOKKEEPING SYSTEM REGARDLESS OF WHO IS ON THE BOARD. INSURANCE TO KEEP UP WITH BUILDING, EQUIPMENT AND LIABILITY AND GOLF COURSE GREENS.

Target Audience (age): ALL AGES Anticipated # of Users: MEMBERS/GR. FEE/ 475

Location of Program/Project: BASSANO GOLF COURSE

Project Start Date: JANUARY 1, 2021 Project End Date: DECEMBER 31, 2021

2.4 How will you encourage existing and new users to your project, program, event, or facility for which you are applying?
TO PROVIDE A STABLE PLATFORM FOR THE OPERATION OF THE GOLF COURSE

2.5 How will your organization collect feedback to improve your project, program, event, or facility? How do you know the project, program, event, or facility is successful?
RESPONSES BACK FROM MEMBERS AND GREEN FEE USERS

2.6 Amount Requested: 9,400.00

2.7 Has your organization requested additional funding from other sources: [] Yes [x] No

3.0 Project Budget (all totals must Balance)

Table with 4 columns: Income, Expenses, Description, Amount. Rows include Amount Requested, Other Income, and Total for both income and expenses.

**Bassano Golf Club Society
Comparative Income Statement**

	Actual 12/01/2019 to 11/30/2020	Actual 12/01/2018 to 11/30/2019	Percent
REVENUE			
FEE REVENUE			
Advertising - Score Cards	952.39	0.00	0.00
Memberships	51,937.28	57,477.26	-9.64
Green Fees	91,225.00	53,005.84	72.10
Rentals - Golf Cart	35,624.54	21,541.19	65.38
Cart Storage & Path Use	8,495.96	10,105.47	-15.93
Tournaments	0.00	44,197.95	-100.00
TOTAL FEE REVENUE	188,235.17	186,327.71	1.02
CLUBHOUSE REVENUE			
Bar Revenue	26,282.12	25,425.35	3.37
Bottle Return	500.00	451.15	10.83
Kitchen Revenue	26,425.79	32,388.65	-18.41
Rental Income	0.00	0.00	0.00
Pro Shop & Used Balls	1,058.87	792.11	33.68
TOTAL CLUBHOUSE REVENUE	54,266.78	59,057.26	-8.11
GENERAL REVENUE			
Rebates	249.81	0.00	0.00
STEP Program	0.00	0.00	0.00
Grants	7,950.00	27,780.00	-71.38
Interest - General, Casino & Term	42.42	99.43	-57.34
Interest - Elite Account	560.40	694.46	-19.30
Dividends - Common Share Acc...	0.00	41.87	-100.00
CRA Wage Sub	9,781.96	0.00	0.00
Donations	15,000.00	3,895.00	285.11
Don Sawatsky Memorial	0.00	0.00	0.00
Rental - Sign	0.00	0.00	0.00
Rental - Equipment	476.19	0.00	0.00
Rental Income	400.00	360.00	11.11
Raffle Tickets	0.00	972.50	-100.00
Casino Revenue	1,765.60	0.00	0.00
Reconciliation difference	0.00	0.00	0.00
TOTAL GENERAL REVENUE	36,226.38	33,843.26	7.04
TOTAL REVENUE	278,728.33	279,228.23	-0.18
EXPENSE			
COMPENSATION			
Golf Course Wages	98,855.68	95,834.44	3.15
Kitchen Wages	23,748.72	54,559.41	-56.47
EI Expense	2,709.56	3,441.24	-21.26
CPP Expense	4,378.28	4,340.19	0.88
WCB Expense	610.16	1,240.79	-50.82
Reimbursed Expenses	0.00	804.07	-100.00
TOTAL COMPENSATION	130,302.40	160,220.14	-18.67
CLUBHOUSE EXPENSES			
Kitchen Food Supplies	10,360.90	19,310.95	-46.35
Kitchen cleaning/sundries/repairs	906.09	1,874.20	-51.65
Bar Supplies	10,973.87	17,135.41	-35.96
Liquor License	200.00	200.00	0.00
Pro Shop Supplies	0.00	1,284.00	-100.00
Utilities - Clubhouse	5,480.83	7,890.57	-30.54
Telephone - Complex	641.81	407.97	57.32
Capital Clubhouse Expense	314.66	2,773.65	-88.66
TOTAL CLUBHOUSE	28,878.16	50,876.75	-43.24

**Bassano Golf Club Society
Comparative Balance Sheet**

ASSET	As at 11/30/2020	As at 11/30/2019	Percent
CURRENT ASSETS			
Till Float	0.00	500.00	-100.00
Total Petty Cash & Float	0.00	500.00	-100.00
CU Cash Deposit - 10097848	52,784.38	234.15	22,442.98
CU Elite Savings - 10230175	89,219.13	73,742.63	20.99
CU Casino Account - 10101350	437.51	446.74	-2.07
CU Common Shares - 10576627	277.90	261.47	6.28
CU Common Share - 10582864	7.84	0.00	0.00
CU Term Deposit - 10256923	12,966.35	12,882.45	0.65
CU Term Deposit - 7228216669...	30,000.00	0.00	0.00
Total Cash	185,693.11	87,567.44	112.06
TOTAL CURRENT ASSETS	185,693.11	88,067.44	110.85
CAPITAL ASSETS			
Vehicles	905.00	905.00	0.00
Accum. Amortization - Vehicle	-132.40	0.00	0.00
Equipment	36,488.00	36,488.00	0.00
Accum. Amortization - Equipment	-5,512.44	0.00	0.00
New Canal Pump	20,030.00	20,030.00	0.00
Total Assets	51,778.16	57,423.00	-9.83
TOTAL CAPITAL ASSETS	51,778.16	57,423.00	-9.83
TOTAL ASSET	237,471.27	145,490.44	63.22
LIABILITY			
CURRENT LIABILITIES			
Prepaid Sales	62.00	0.00	0.00
Accounts Payable	4,985.53	0.00	0.00
Clearing Payroll Deductions	1,765.21	0.00	0.00
Rec Gen Payable: Total	1,765.21	0.00	0.00
GST Charged On Sales	0.00	12,451.22	-100.00
GST Paid On Purchases	0.00	-4,672.33	-100.00
GST - Payable or Refund	8,259.21	0.00	0.00
GST Owing (Refund)	8,259.21	7,778.89	6.17
TOTAL CURRENT LIABILITIES	15,071.95	7,778.89	93.75
LONG TERM LIABILITIES			
CU Loan - 722821655148	40,000.00	0.00	0.00
TOTAL LONG TERM LIABILITIES	40,000.00	0.00	0.00
TOTAL LIABILITY	55,071.95	7,778.89	607.97
EQUITY			
UNRESTRICTED FUNDS			
Unrestricted Funds	137,711.55	134,247.40	2.58
TOTAL SHARE CAPITAL	137,711.55	134,247.40	2.58
Current Year Surplus (Deficit)	44,687.77	3,464.15	1,190.01
TOTAL EQUITY	182,399.32	137,711.55	32.45
LIABILITIES AND EQUITY	237,471.27	145,490.44	63.22

**Bassano Golf Club Society
Comparative Income Statement**

	Actual 12/01/2019 to 11/30/2020	Actual 12/01/2018 to 11/30/2019	Percent
COURSE EXPENSES			
Depreciation	5,644.84	12,879.00	-56.17
Supplies & Maintenance - Course	15,736.80	13,041.99	20.66
Fuel	6,748.11	7,273.42	-7.22
Repairs & Maintenance	22,419.51	8,724.38	156.98
Utilities - Shop	2,804.28	2,891.62	-3.02
Utilities - Power - Irrigation	5,553.29	5,352.06	3.76
Water User fee	2,220.00	1,080.00	105.56
Telephone - shop & cells	814.70	713.45	14.19
Capital Course Expenses	1,357.43	0.00	0.00
TOTAL COURSE	<u>63,298.96</u>	<u>51,955.92</u>	21.83
GENERAL EXPENSES			
Advertising	197.92	166.40	18.94
Interest and Bank Charges	2,470.56	252.00	880.38
Debit Machine Service Charges	0.00	2,863.71	-100.00
Insurance	2,937.00	4,120.00	-28.71
Interest Non Deductible	1,014.53	0.00	0.00
Accounting	1,000.00	5,309.16	-81.16
Office Supplies	207.83	0.00	0.00
Courier & Postage	92.00	0.00	0.00
Misc.	300.98	0.00	0.00
Casino Expenses	3,340.22	0.00	0.00
TOTAL GENERAL EXPENSES	<u>11,561.04</u>	<u>12,711.27</u>	-9.05
TOTAL EXPENSE	<u>234,040.56</u>	<u>275,764.08</u>	-15.13
NET INCOME	<u>44,687.77</u>	<u>3,464.15</u>	1,190.01



Recreation Funding Committee
Schedule "D"



Recreation Grant Application Form

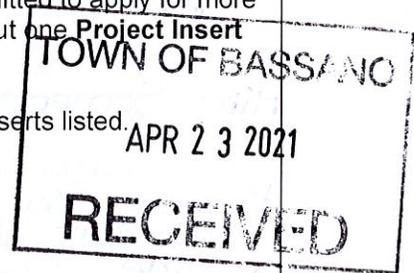
Familiarize yourself with Schedule C – Grant Application for application guidance and grading criteria. This will help you prepare a complete application and improve your chance of grant success.

Applicants can apply for one or more projects/programs/events during each funding cycle.

Rather than having applicants prepare multiple applications, applicants are permitted to apply for more than one project/program/event on a single application. You are required to fill out one Project Insert for each project/program/event you are applying for.

The example below demonstrates a complete application with multiple project inserts listed.

- 1.0 Applicant Information (Page 1)
- **Project Insert** (Page 2) – Utility Support
- **Project Insert** (Page 2) – Junior Badminton Clinic
- **Project Insert** (Page 2) – Advertising for Mixed Badminton Tournament
- 4.0 Current Financial Statements and 5.0 Applicant Agreement (Page 3)



Applications must be legible. Detailed point form is acceptable and encouraged. Applicants are encouraged to complete and submit their application via the online fillable form where possible.

1.0 Recreation Grant Applicant Information

1.1 Organization Name:

Prairie Racers Riding Club

1.2 Mailing Address:

Box 717 Bassano AB T0J 0B0

1.3 Primary Contact Person Information:

Name: Kaylein Wirachowsky Position: President

Phone: 403 866 8413 E-Mail: Kaylein.dunbar@gmail.com

1.4 Other Contact Person Information:

Name: Jennifer Douglass Position: Sec/Treas

Phone: 403-641-2127 E-Mail: jad_87@hotmail.com

1.5 Describe your organization and its purpose:

Prairie Racers is a riding club for all ages. Our main events are barrel racing, pole bending, key hole and flags. Our goal is to have fun while improving our skills.



Recreation Funding Committee
Schedule "D"



Project Insert

ONLY include one project/program/event on each insert.
Repeat as required.

2.0 Project/Program Overview

2.1 Project/Program/Event Title: Bi-Weekly maintenance on Rodeo grounds.

2.2 Provide a brief summary of the project/program: Hire Someone to come work and harrow the grounds

2.3 Provide a statement of need for your project/program: Prairie Racers is requesting funding to hire a grounds keeper for bi weekly post days to provide safe riding for all members starting May 16th 2021. It is imperative for horses and riders to have a properly worked surface. Accidents and injuries can occur with rough ground.

Target Audience (age): 4 to 65+ Anticipated # of Users: 20-40

Location of Program/Project: Bassano Rodeo Grounds

Project Start Date: May 16th 2021 Project End Date: August 28th 2021

2.4 How will you encourage existing and new users to your project, program, event, or facility for which you are applying? Advertising in the local paper, Our Facebook Page and word of mouth.

2.5 How will your organization collect feedback to improve your project, program, event, or facility? How do you know the project, program, event, or facility is successful? Host a meeting/Funday and discuss improvement or questions. Every year we are getting new members and returning members.

2.6 Amount Requested: \$1200.00

2.7 Has your organization requested additional funding from other sources: Yes No

3.0 Project Budget (all totals must Balance)

Income:	Expenses: List all expenses for this project/program		
Amount Requested (2.6):	\$ <u>1200.00</u>	<u>Daniel Branson</u>	\$ <u>400.00</u>
Other Income):	\$ _____	<u>(2 days with Tractor)</u>	\$ _____
<u>memberships (20-40)</u>	\$ <u>400-\$800</u>	<u>Tanner McComb</u>	\$ <u>800.00</u>
<u>Event fees (3 events/post day, 8 post days \$2/event)</u>	\$ <u>960-\$1920</u>	<u>(6 days with harrows)</u>	\$ _____
Total:	\$ 1360-\$2720	<u>Junior and open horsemanship clinics</u>	\$ <u>1360-\$2720</u>
	\$ <u>2560 - \$3920</u>	Total:	\$ <u>2560 - \$3920</u>



Recreation Funding Committee
Schedule "D"



4.0 Current Financial Statements

4.1 Prairie Racers agrees the attached financial statements are true,
Organization Name accurate and have been approved by your executive body.

4.2 Indicate your financial statements and applicable fundraising information (e.g. casino receipt or fundraising letter) have been attached to this application.

- Financial statements (mandatory)
- Other (if applicable) Treasurer's Report / Financial statement

List your organizations financial accounts and identify the proposed use for these funds.

Type of Account	Proposed use for funds
ATB Deposit Account \$6832.84	Junior horsemanship clinic } \$3000 Approx. Open horsemanship clinic
	Year End Prizes, depends on # } \$2000 - \$4000 of members. \$100/member
	Hoodies/coats } \$1500 Approx. for members

5.0 Application Agreement

5.1 Prairie Racers agrees that the information in this document is true and
Organization Name accurate.

5.2 Indicate which documents have been attached to this application. Check all boxes that apply:

- Recreation Grant Applicant Information - Page 1 (mandatory)
- Project Insert - Page 2 (mandatory) _____
- Project Insert - Page 2 (if applicable) _____
- Project Insert - Page 2 (if applicable) _____
- Current Financial Statements - Page 3 (mandatory)
- Quotes attached (if applicable)
- Letters of Support (optional)

5.3 Signature:

W. Wachowski President 04/19/2021
Signature/Position Date (mm/dd/yyyy)

[Signature] Secretary 04/19/2021
Signature/Position Date (mm/dd/yyyy)

[Signature] Treasurer

*All sections of the application must be completed, or the application will not move forward.

Prairie Racers Financial Statement

Donations:

- Vapor Plumbing and Heating \$150.00

Fundraiser:

- 50/50 Tickets \$2000.00
 - RBC Day of service \$1000.00
 - Rodeo Gate \$500.00
 - Boot Rack Draw \$1950.00
- > N/A For 2020 or 2021

Membership and fees \$2440.00

Total: \$8040.00

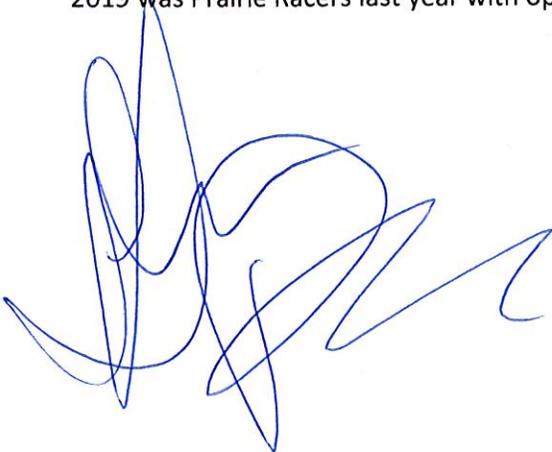
Expenses:

- 50/50 Ticket \$1000.00
- Cost to Print tickets \$151.50
- Working Grounds \$1000.00
- Year end Prizes \$3318.62
- Coats for members \$1501.50

Total: \$6971.62

Net Income for 2019: \$1068.38

2019 was Prairie Racers last year with operating costs. In 2020 we did not operate due to Covid-19.





Recreation Funding Committee
Schedule "D"



Recreation Grant Application Form

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Applicants can apply for one or more projects/programs/events during each funding cycle.

Rather than having applicants prepare multiple applications, applicants are permitted to apply for more than one project/program/event on a single application. You are required to fill out one **Project Insert** for each project/program/event you are applying for.

The example below demonstrates a complete application with multiple project inserts listed.

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Applications must be legible. Detailed point form is acceptable and encouraged. Applicants are encouraged to complete and submit their application via the online fillable form where possible.

1.0 Recreation Grant Applicant Information

1.1 Organization Name:
Bassano Curling Club

1.2 Mailing Address:
Box 217, Bassano, Alberta, T0J 0B0

1.3 Primary Contact Person Information:

Name: Kim Douglass Position: Vice President

Phone: 403 793 7237 E-Mail: kdouglass@xplornet.com

1.4 Other Contact Person Information:

Name: Sandra Mitchell Position: Treasurer

Phone: 403 734 2868 E-Mail: rsmitchell@telus.net

1.5 Describe your organization and its purpose:

The Bassano Curling Club exists to provide opportunities for curling, recreation, socializing and physical activity for youth, adults and seniors in our community.



Recreation Funding Committee
Schedule "D"



Project Insert

ONLY include one project/program/event on each insert.
Repeat as required.

2.0 Project/Program Overview

2.1 Project/Program/Event Title:
Operation Costs

2.2 Provide a brief summary of the project/program:
We are asking for assistance with the cost of utilities

2.3 Provide a statement of need for your project/program:
We are requesting funds to help cover utility costs. By offsetting the cost of utilities with outside funding, we can use our saved funds to proceed with a major capital project of replacing the evaporative condenser.

Target Audience (age): 10-90 years of age Anticipated # of Users: 350 +

Location of Program/Project: Bassano Rec Complex

Project Start Date: ~~XXXXXX~~ January 1, 2021 Project End Date: December 31, 2021

2.4 How will you encourage existing and new users to your project, program, event, or facility for which you are applying?
Liaques and events will be advertised on the local paper, via social media accounts, the town's electronic sign and via word of mouth at the beginning of the season and prior to each outside event.

2.5 How will your organization collect feedback to improve your project, program, event, or facility? How do you know the project, program, event, or facility is successful?
Verbal feedback as well as feedback on social media determines success of positive. Turning a profit with events also determines success.

2.6 Amount Requested: 10,000

2.7 Has your organization requested additional funding from other sources: Yes No

3.0 Project Budget (all totals must Balance)

Income:	Expenses: List all expenses for this project/program		
Amount Requested (2.6):	\$ 10,000	<u>Jan-April 2021 actual</u>	\$ 4370.57
Other Income):			\$
<u>Casino Funds</u>	\$ 3,270.57	<u>Oct-Dec 2021 estimate</u>	\$ 7500
	\$		\$
	\$	<u>Plant start-up & shutdown</u>	\$ 1400
	\$		\$
Total:	\$ 13,270.57	Total:	\$ 13,270.57



Recreation Funding Committee
Schedule "D"



4.0 Current Financial Statements

4.1 Bassano Curling Club agrees the attached financial statements are true,
Organization Name accurate and have been approved by your executive body.

4.2 Indicate your financial statements and applicable fundraising information (e.g. casino receipt or fundraising letter) have been attached to this application.

- Financial statements (mandatory)
- Other (if applicable)

List your organizations financial accounts and identify the proposed use for these funds.

Type of Account	Proposed use for funds
General Account	Condensor upgrade (078,466 set aside)
Casino Account	wages, utilities, operating.

5.0 Application Agreement

5.1 Bassano Curling Club agrees that the information in this document is true and
Organization Name accurate.

5.2 Indicate which documents have been attached to this application. Check all boxes that apply:

- Recreation Grant Applicant Information - Page 1 (mandatory)
- Project Insert - Page 2 (mandatory)
- Project Insert - Page 2 (if applicable)
- Project Insert - Page 2 (if applicable)
- Current Financial Statements - Page 3 (mandatory)
- Quotes attached (if applicable)
- Letters of Support (optional)

5.3 Signature: Mitchell - Treasurer 04.22.21
Signature/Position Date (mm/dd/yyyy)

Kim Douglas, Vice President 04.22.21
Signature/Position Date (mm/dd/yyyy)

*All sections of the application must be completed, or the application will not move forward.

BASSANO CURLING CLUB
FINANCIAL STATEMENT – CASINO ACCOUNT
January 7, 2020 – February 7, 2021

Opening Balance January 7, 2020	\$19,753.06
Income	\$32,141.38
Expenses	<u>\$13,442.16</u>
Closing Balance February 7, 2021	\$38,452.28

Income

Interest	\$ 12.46
Casino	\$25388.92
Raffle	<u>\$ 6740.00</u>
	\$32141.38

Expenses

Wages	\$ 8684.50
Utilities	\$ 2742.48
Casino Expenses	\$ 2012.78
Service Fee	<u>\$ 2.40</u>
	\$13442.16

BASSANO CURLING CLUB
FINANCIAL STATEMENT – GENERAL ACCOUNT
January 7, 2020 – February 7, 2021

Typical year end is in March.

Assets \$0.00
 Liabilities \$0.00

Opening Balance January 7, 2020	\$66,242.53
Income	\$91,244.04
Expenses	<u>\$44,191.81</u>
Closing Balance February 7, 2021	\$113,294.76

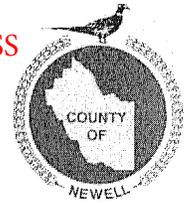
Income

Interest	\$ 29.34
Advertising	\$ 6465.00
Donations	\$ 3545.00
Dues	\$ 4360.00
Bar	\$ 1155.62
Grants	\$46007.21
Bonspiels	\$21961.45
Calendar	\$ 5202.00
Kitchen	\$ 2355.00
Rentals	\$ 300.00
Misc. Deposit	\$ 1834.75
Fundraising	<u>\$ 340.00</u>
	\$91244.04

Expenses

Bar	\$ 5625.81
Utilities	\$18235.42
Office	\$ 2337.99
Bonspiel	\$ 4388.12
Calendar	\$ 1265.63
Plant Operations	\$ 2492.00
Maintenance	\$ 2612.38
Wages	\$ 1708.50
Supplies	\$ 51.86
Kitchen	\$ 1866.95
Assoc. Fees	\$ 158.00
GST	\$ 1449.15
Transfer to Casino Account	<u>\$ 2000.00</u>
	\$44191.81

Approximately \$1500.00
 was paid in utilities in the
 month of February.



Recreation Grant Application Form

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Applications must be legible. Detailed point form is acceptable and encouraged. Applicants are encouraged to complete and submit their application via the online fillable form where possible.

1.0 Recreation Grant Applicant Information

1.1 Organization Name:
Knox Presbyterian Church

1.2 Mailing Address:
Box 566 Bassano, AB T0J 0B0

1.3 Primary Contact Person Information:

Name: Connie Goudie Position: secretary

Phone: 403-793-0622 E-Mail: connie.goudie@gmail.com

1.4 Other Contact Person Information:

Name: Kristen Clarke Position: Board Member

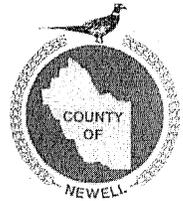
Phone: 403-363-9633 E-Mail: skclarke@explornet.ca

1.5 Describe your organization and its purpose:

We are a christian denominational church that provides leadership, emotional support and fellowship through weekly worship services, bible studies, weddings, and funerals. We engage and support our community through regular potlucks, seasonal celebrations, Sunday school, youth programs, and vacation bible school. Our facility is rented out to Bassano Playgroup, and for fitness classes, meetings, and community bridal and baby showers.



Recreation Funding Committee
Schedule "D"



Project Insert

ONLY include one project/program/event on each insert.
Repeat as required.

2.0 Project/Program Overview

2.1 Project/Program/Event Title:

CE Building Bathrooms

2.2 Provide a brief summary of the project/program:

Replace the two toilets in the basement of the christian education building with low flow toilets and install new linoleum

2.3 Provide a statement of need for your project/program:

These two original toilets are used by the play school on a daily basis and are leaking. By replacing them we will reduce water waste and will lower our water bill. We will also reduce clean up and the risk of water damage.

Playgroup needs to have an annual site inspection, by replacing the toilets we are ensuring the facility is up to code.

Target Audience (age): 3-90

Anticipated # of Users: upwards of 50/week

Location of Program/Project: Basement washrooms in the christian education building at Knox Church

Project Start Date: July 2021

Project End Date: August 2021

2.4 How will you encourage existing and new users to your project, program, event, or facility for which you are applying?

Announcement will be made at church when the project is completed. Members will be invited to use the new toilets.

2.5 How will your organization collect feedback to improve your project, program, event, or facility? How do you know the project, program, event, or facility is successful?

We will invite board members to discuss the completed project and give us feedback.

2.6 Amount Requested: 2100

2.7 Has your organization requested additional funding from other sources: Yes No

3.0 Project Budget (all totals must Balance)

Income:

Expenses: List all expenses for this project/program

Amount Requested (2.6):

\$ 2100

toilets. \$600 each

\$ 1200.0

Other Income):

lino and supplies

\$ 500

\$

installation

\$ 400

\$

\$

\$

\$

\$

\$

Total:

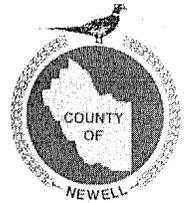
\$ 2100

Total:

\$ 2100.00



Recreation Funding Committee
Schedule "D"



Project Insert

ONLY include one project/program/event on each insert.
Repeat as required.

2.0 Project/Program Overview

2.1 Project/Program/Event Title:

Video Equipment

2.2 Provide a brief summary of the project/program:

Purchase better quality microphone and video software to prepare online church services.

2.3 Provide a statement of need for your project/program:

During COVID restrictions the church has been recording and editing an online church service. By purchasing a better quality microphone we would be able to have better sound quality. Purchasing better video editing software would reduce the amount of time spent editing the service and improve the quality of the final video.

Target Audience (age): 5-90

Anticipated # of Users: 50-100/ week

Location of Program/Project: Knox Church

Project Start Date: ~~Oct 2020~~ January 1, 2021

Project End Date: ~~When COVID restriction lift~~

December 31, 2021

2.4 How will you encourage existing and new users to your project, program, event, or facility for which you are applying?

Announcements, emails and Facebook notices will be made to notify community and congregational members of weekly online services.

2.5 How will your organization collect feedback to improve your project, program, event, or facility? How do you know the project, program, event, or facility is successful?

We will ask congregation members to provide feedback on the sound quality of the online service and we will ask the minister if the new software is saving him time.

2.6 Amount Requested: 375.00

2.7 Has your organization requested additional funding from other sources: Yes No

3.0 Project Budget (all totals must Balance)

Income:

Expenses: List all expenses for this project/program

Amount Requested (2.6):

\$ 375.00

Microphone

\$ 250.00

Other Income):

\$ _____

Video Editing Software

\$ 125.00

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

Total:

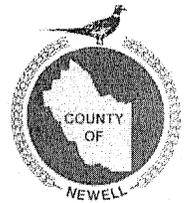
\$ 375.00

Total:

\$ 375.00



**Recreation Funding Committee
Schedule "D"**



Project Insert

*ONLY include one project/program/event on each insert.
Repeat as required.*

2.0 Project/Program Overview

2.1 Project/Program/Event Title:

Flooring Replacement

2.2 Provide a brief summary of the project/program:

Replace the flooring in the Christian Education Building

2.3 Provide a statement of need for your project/program:

The carpet in the Christian Education building is getting worn out. We are looking for funds to help replace it. This facility is used regularly by outside user groups. Replacing the carpet would improve the aesthetics of the space. The carpet is beginning to unravel in sections and could pose a safety hazard.

Target Audience (age): 3-90

Anticipated # of Users: 40-60 week

Location of Program/Project: Knox Church Christian Education Building

Project Start Date: July 2021

Project End Date: August 2021

2.4 How will you encourage existing and new users to your project, program, event, or facility for which you are applying?

Announcements, emails and Facebook notices will be made to notify community and congregational members of improvements made.

2.5 How will your organization collect feedback to improve your project, program, event, or facility? How do you know the project, program, event, or facility is successful?

We will ask congregation members and user groups to provide feedback on the new flooring at our annual congregational meeting.

2.6 Amount Requested: 5000.00

2.7 Has your organization requested additional funding from other sources: Yes No

3.0 Project Budget (all totals must Balance)

Income:

Expenses: List all expenses for this project/program

Amount Requested (2.6):

\$ 5000.00

Flooring

\$ 3500.0

Other Income):

Installation Costs

\$ 1500.0

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

Total:

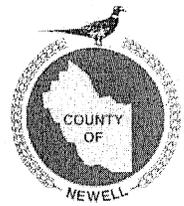
\$ 5000.00

Total:

\$ 5000.00



Recreation Funding Committee
Schedule "D"



4.0 Current Financial Statements

4.1 Knox Presbyterian Church agrees the attached financial statements are true,
Organization Name accurate and have been approved by your executive body.

4.2 Indicate your financial statements and applicable fundraising information (e.g. casino receipt or fundraising letter) have been attached to this application.

- Financial statements (mandatory)
- Other (if applicable)

List your organizations financial accounts and identify the proposed use for these funds.

Type of Account	Proposed use for funds
Chequing Account	Operating Expenses
Savings Account	Emergency Funds for Manse and Church repair, maintenance, utility and insurance increases.

5.0 Application Agreement

5.1 Knox Presbyterian Church agrees that the information in this document is true and
Organization Name accurate.

5.2 Indicate which documents have been attached to this application. Check all boxes that apply:

- Recreation Grant Applicant Information - Page 1 (mandatory)
- Project Insert - Page 2 (mandatory) Bathrooms
- Project Insert - Page 2 (if applicable) Video Equipment
- Project Insert - Page 2 (if applicable) Flooring
- Current Financial Statements - Page 3 (mandatory)
- Quotes attached (if applicable)
- Letters of Support (optional)

5.3 Signature:
Onnie Duder - Secretary 04/27/2021
 Signature/Position Date (mm/dd/yyyy)
Krista Clarke Board Member 04/27/2021
 Signature/Position Date (mm/dd/yyyy)

*All sections of the application must be completed, or the application will not move forward.

KNOX PRESBYTERIAN CHURCH
Income Statement 2020-01-01 to 2020-12-31

REVENUE

REVENUE	
Church Envelope	80,874.25
Church Envelope - Special	320.00
Church Open	938.50
Birthday Box (for missions)	128.00
Receipted Donations	8,825.00
Youth Program Funding	0.00
C.E.Bldg Rental	3,850.00
Church Weddings & Funerals	175.00
Bakesales-Suppers-special Events	16,717.00
Interest Earned	188.90
Gem Church - Wages/utilities	3,625.00
Mission Donations	9,573.00
Revenue - Willing Workers	600.00
TOTAL REVENUE	<u>125,814.65</u>

TOTAL REVENUE 125,814.65

EXPENSE

ADMINISTRATION

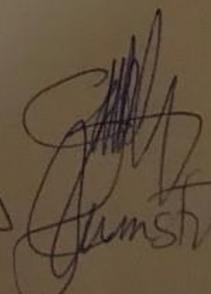
Advertising	245.95
Church - Social	27.47
Caretaking	2,376.79
Music Equip Maintenance	10.00
Misc Repairs/cleaning Supplies	95.41
Church Maintenance	131.35
Church Renovations	0.00
Manse - Renovations	343.97
Manse - Misc Expenses	115.85
Direct Energy - Church	2,571.74
Direct Energy- Manse	1,038.16
Bank Charges/Interest	3.20
Bank unrecoverable (business expense)	0.00
Insurance & Licenses	2,917.00
Insurance - Manse	1,000.00
Supplies - Church - Worship	1,608.41
Supplies - Functions	81.34
Supplies - Office	452.27
Telus	1,613.97
Workers Compensation	386.50
Epcor Energy - Church	2,765.61
Epcor Energy - Manse	1,846.65
PCC- Health & Dental	4,502.00
PCC worldsharing & dev	500.00
PCC Sharing - Gen Assem	5,000.00
Water & Sewer	1,082.70
Water & Sewer - Manse	1,117.50
PCC - Pension	5,168.16
Dues Synod - Presbytery	4,135.00
Sunday/Bible School Supplies	30.44
Wages Minister	47,786.04
Wages Secretary	3,300.00
Minister Study Allowance	1,000.00
Minister Bonus	1,900.00
Minister Travel Allowance	3,779.96
CPP Expense	2,518.75
UIC Expense	1,490.19
Fines and Penalties	0.00
Youth Music/Computer	0.00
TOTAL ADMINISTRATION	<u>102,942.38</u>

TOTAL EXPENSE 102,942.38

NET INCOME 22,872.27

Printed On: 2021-01-24

Reviewed by
 George Armstrong
 JAN Armstrong



**Knox Presbyterian Church
Balance Sheet As at 2020-12-31**

ASSETS

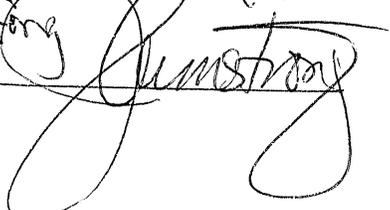
CURRENT ASSETS	
Certa Treasury Branch	53,058.79
A.T.B. Savings	45,766.49
A T B Investment Cert	0.00
Accounts Receivable	0.00
Advances Receivable	0.00
Equipment	0.00
Accumulated Depreciation Equipment	0.00
Inventory	0.00
TOTAL CURRENT ASSETS	<u>98,825.28</u>
TOTAL ASSETS	<u><u>98,825.28</u></u>

LIABILITIES

CURRENT LIABILITIES	
A.T.B. Loan	0.00
Accounts Payable	0.00
Income Tax Payable	-143.10
CPP	-193.75
UIC	-81.88
Church Pension Payable	0.00
Group Insurance Payable	0.00
GST Charged On Sales	0.00
GST Paid On Purchases	<u>-1,600.36</u>
GST Owing(Refund)	-1,600.36
GST refund receivable (applied for)	<u>-248.42</u>
TOTAL CURRENT LIABILITIES	<u>-2,267.51</u>
TOTAL LIABILITIES	<u>-2,267.51</u>

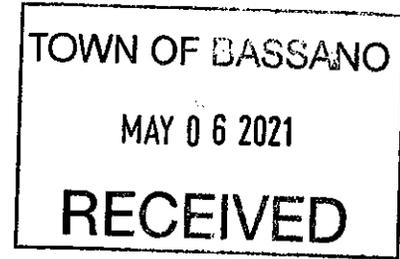
EQUITY

EARNINGS	
Retained Earnings	78,220.52
Current Earnings	<u>22,872.27</u>
TOTAL EARNINGS	<u>101,092.79</u>
TOTAL EQUITY	<u>101,092.79</u>
LIABILITIES AND EQUITY	<u><u>98,825.28</u></u>

Reviewed by
 George Armstrong 
 Janice Joy Armstrong 

Bassano Centennial Arena Society
Box 609
Bassano, AB T0J 0B0

May 5, 2021



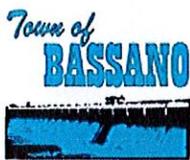
Dear: Recreational Funding Committee

Please accept our application for the current year Recreational Grant Funding Program. I most sincerely apologize for not having this dropped off before the April 30th deadline. This is on me as I completed the application when I received the application package but did not submit it as the application window opened after March 31, 2021. Then as I entered my busy season and without the arena being operational completely forgot about sending in the application before the deadline. If further information is required, please don't hesitate to contact me at 403-363-7367 or bassanoarena67@gmail.com.

Thanks



Ed Chapman (Treasurer)



Recreation Funding Committee
Schedule "D"



Recreation Grant Application Form

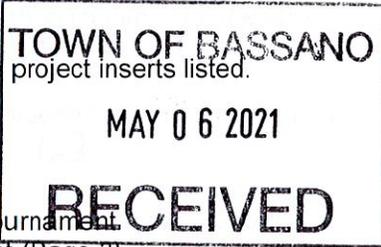
Familiarize yourself with Schedule C – Grant Application for application guidance and grading criteria. This will help you prepare a complete application and improve your chance of grant success.

Applicants can apply for one or more projects/programs/events during each funding cycle.

Rather than having applicants prepare multiple applications, applicants are permitted to apply for more than one project/program/event on a single application. You are required to fill out one **Project Insert** for each project/program/event you are applying for.

The example below demonstrates a complete application with multiple project inserts listed.

- 1.0 Applicant Information (Page 1)
- **Project Insert** (Page 2) – Utility Support
- **Project Insert** (Page 2) – Junior Badminton Clinic
- **Project Insert** (Page 2) – Advertising for Mixed Badminton Tournament
- 4.0 Current Financial Statements and 5.0 Applicant Agreement (Page 3)



Applications must be legible. Detailed point form is acceptable and encouraged. Applicants are encouraged to complete and submit their application via the online fillable form where possible.

1.0 Recreation Grant Applicant Information

1.1 Organization Name: Bassano + District Centennial Arena Society

1.2 Mailing Address: Box 609 Bassano, AB T0T 0B0

1.3 Primary Contact Person Information:

Name: Ed Chapman Position: Treasurer

Phone: 403-363-7367 E-Mail: bassanarena67@gmail.com

1.4 Other Contact Person Information:

Name: Keith Evans Position: President

Phone: 403-821-0159 E-Mail: keith.evans@championx.com

1.5 Describe your organization and its purpose:
To operate & maintain the Bassano Centennial Arena



Recreation Funding Committee
Schedule "D"



Project Insert

ONLY include one project/program/event on each insert.
Repeat as required.

2.0 Project/Program Overview

2.1 Project/Program/Event Title: Bassano Centennial Arena Utility Support

2.2 Provide a brief summary of the project/program: Use the funds to help offset cost of utilities at the arena

2.3 Provide a statement of need for your project/program: find financials xxxxx and statement of need attached.

Target Audience (age): 4-60+ Anticipated # of Users: 2004

Location of Program/Project: Bassano Centennial Arena

Project Start Date: Jun 1, 2021 Project End Date: Dec 31, 2021

2.4 How will you encourage existing and new users to your project, program, event, or facility for which you are applying? Local users will advertise to their user groups and will advertise for arena rentals through Facebook Page & Bassano Minor Hockey page

2.5 How will your organization collect feedback to improve your project, program, event, or facility? How do you know the project, program, event, or facility is successful? N/A will use funding to help offset utility costs

2.6 Amount Requested: 20,000

2.7 Has your organization requested additional funding from other sources: Yes No

3.0 Project Budget (all totals must Balance)

Table with 2 columns: Income and Expenses. Income includes Amount Requested (2.6) and Other Income. Expenses list all expenses for this project/program, including utility costs for the year from April 1/20 to March 31/21.

Bassano & District Centennial Arena Society

Statement of Need

The Arena Society is requesting funding from the Recreation Funding Committee to offset rising energy costs that the society is facing

With the assistance from the Recreation Funding Committee the society can continue to focus on providing an ice arena and a facility to be enjoyed by other events.

Without support from committee's like this the facility operational costs may become too great that passing on the costs to the users may become so cost prohibitive that users can no longer support a facility like the arena



Recreation Funding Committee
Schedule "D"



4.0 Current Financial Statements

4.1 Bassano Centennial Arena Society agrees the attached financial statements are true, accurate and have been approved by your executive body.

4.2 Indicate your financial statements and applicable fundraising information (e.g. casino receipt or fundraising letter) have been attached to this application.

[x] Financial statements (mandatory)

[] Other (if applicable)

Our financial statements for the year ending March 31/21 will be approved at our AGM in June 2021

List your organizations financial accounts and identify the proposed use for these funds.

Table with 2 columns: Type of Account, Proposed use for funds. Rows include Bank Account (Arena operations), Casino Account (Utilities), and GIC Account (Reserves for future capital projects).

5.0 Application Agreement

5.1 Bassano Centennial Arena Society agrees that the information in this document is true and accurate.

5.2 Indicate which documents have been attached to this application. Check all boxes that apply:

- [x] Recreation Grant Applicant Information - Page 1 (mandatory)
[x] Project Insert - Page 2 (mandatory)
[] Project Insert - Page 2 (if applicable)
[] Project Insert - Page 2 (if applicable)
[x] Current Financial Statements - Page 3 (mandatory)
[] Quotes attached (if applicable)
[] Letters of Support (optional)

5.3 Signature: [Signature] Date (mm/dd/yyyy) 04/01/2021

Virtual Signature Authorized on May 6, 2021 - Keith Evans

Signature/Position Date (mm/dd/yyyy)

*All sections of the application must be completed, or the application will not move forward.

Bassano & District Centennial Arena Society
Financial Statement
April 1, 2019- March 31, 2020

Assets

Cash- Bank Account	\$48,576
Cash- Casino Account	13,187
Cash- GIC	51,225
GST Recoverable	<u>4,455</u>

Total Assets \$117,443

Liabilities

Accounts Payable	\$5,306
Deferred Revenue	<u>26,839</u>

Total Liabilities \$32,145

Income

Arena Dues	28,000
Operating Grants	18,435
Rentals	16,904
Donations	15,765
Advertising	16,200
Skate sharpening	597
Casino Revenue	23,837
Interest income	1,242
Other Revenue	<u>1,262</u>

Total Income \$122,242

Disbursements

Utilities	42,276
Caretaking Fees	28,900
Ice plant maintenance	15,113
Repairs & maintenance	21,143
Building supplies	1,539
Vending Machine	659
Casino Expense	3,691
Office	56
Bank charges	<u>5</u>

Total Disbursements \$113,382

This financial statement has been reviewed and approved by:

<u><i>Neelie Evans</i></u>	Name & Signature	<u><i>Faige Blanson</i></u>	Name & Signature
<u>Vice President</u>	Position	<u>Secretary</u>	Position
<u>October 8, 2020</u>	Date	<u>8/10/20</u>	Date

Re: [EXT] 2021 Recreation Funding Committee Application

Evans, Keith <Keith.Evans@championx.com>

Thu 5/6/2021 4:21 PM

To: Sydney Smith <assistant@bassano.ca>

I acknowledge and approve.

Thanks

Sent from my Bell Samsung device over Canada's largest network.

From: Sydney Smith <assistant@bassano.ca>

Sent: Thursday, May 6, 2021 3:57:16 PM

To: Evans, Keith <Keith.Evans@championx.com>

Subject: [EXT] 2021 Recreation Funding Committee Application

CAUTION: EXTERNAL EMAIL

Please do not click on any links or open any attachments unless you trust the sender and know the content is safe.

Hello Keith,

Thank you for submitting your RFC application! I reviewed the application and noticed your signature is missing. Could you please send me a quick email saying that you acknowledge and approve the submission? I will add this to your application instead.

Talk soon,



Sydney Smith, CAPM

Recreation and Community Services Liaison | Town of Bassano

Tel: (403) 641-3788 Fax: (403) 641-2585

assistant@bassano.ca

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