



MUNICIPAL POLICY HANDBOOK

CODE NUMBER: 7620

CATEGORY: Related Boards & Committees

Outdoor Rink Capital Grant Athabasca County Recreation Board

PURPOSE:

The Athabasca County Recreation Board will make available to outdoor rink operators a once-in-a-lifetime capital grant for the exclusive purpose of asphaltting or concreting the rink interior.

GRANT GUIDELINES:

1. The Capital Grant is available to non-profit community organizations who operate full-size outdoor rinks, and where these rinks are located in Athabasca County (See Schedule "A" for Application).
2. The non-profit community organization must be incorporated as a society under the Alberta Societies' Act.
3. The Athabasca County Recreation Board may provide a capital grant up to 50% of the total cost of the project, to a maximum of \$7,500.00.
4. The capital grant is for the purpose of providing a solid level surface in the interior of the outdoor rinks to serve as an activity pad for recreational opportunities. This surface may be constructed from asphalt or concrete.
5. The construction plan for the rink pad must be submitted to the Athabasca County Recreation Board for approval prior to the awarding of grant funds. The plan should outline, the following specifications:
 - Surface preparations,
 - Sub-base material composition and compaction standards,
 - Surface material specifications and application standards,
 - Surface markings and support anchors,
 - Finishing standards of surface material adjacent to rink boards, and
 - Construction quotes and budget estimates.

Effective

Policy Date: 01/06/28

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Outdoor Rink Capital Rink (Continued. . .)

6. Community organizations applying for the capital grant must demonstrate the existence of, or the ability to generate, the necessary remaining funds to cover the total costs of the project.
7. Community organizations must include a description of the present use of the facility, the proposed use of the facility, as well as long-range plans for the future of the facility.
8. All capital grants are subject to approval from the Athabasca County Council.

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SCHEDULE "A"
Outdoor Rink Capital Grant Application

(Please print or type all responses)

Name of Organization _____

Mailing Address : _____

Postal Code _____

Bus. Phone: _____ **Res. Phone:** _____

Name of Facility: _____

**Street Address or
Legal Description:** _____

**Registered Holder or
Land Title:** _____

Proposed Method of Funding:

Athabasca County Recreation Board Grant _____

Donated Labour/Services _____

Donated Material/Equipment _____

Cash _____

Total Project Budget \$ _____

(See Attachment for Application Checklist)

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APPLICATION CHECKLIST

The following checklist is provided for use in confirming that your application has been fully completed, and any supporting documentation required is included.

- A Covering letter presenting a clear and complete description of the proposed project and program goals.
- Details on who will use this facility, how the local community will access it, the extent of public use, and the future use of the facility. You may provide letters of local support.
- A detailed budget showing:
 - a) Project Costs
 - Show all costs associated with labour and equipment.
 - Provide written estimates and quotes where possible.
 - Administration costs are not to be included.
 - b) Project Funds
 - Show all sources of revenue including donated labour, equipment and materials.
 - The maximum value of donated labour is \$10.00/hour for unskilled labour. Priority will be given to those organizations that demonstrate a healthy financial position.
- Your organization's latest Statement.
- Detailed plans showing the proposed construction methods and specifications.
- A copy of your organization's incorporation certificate.
- A list of your current executive, complete with names, titles, mailing addresses and phone numbers.

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Declaration:

Financial Contract (the person responsible for finances on the proposed project must complete the following declaration).

I, _____ (name) _____ (of
ficial position) _____ (phone-bus./res.) do solemnly declare to take
full responsibility for receiving and disbursing all monies received from the Athabasca
County Recreation Board, in response to the application, of which this statement forms
a part.

Declared at _____, Alberta, this _____ day of
_____, 20 _____.

Signed: _____ Witness: _____

**PLEASE RETURN TO: Athabasca County Recreation Board
3602 48th Ave, Athabasca, AB T9S 1M8
Phone: 780-675-2273 Fax: 780-675-5512**

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