Community Gaming Grants

PAC/DPAC Program Overview

Presentation Overview
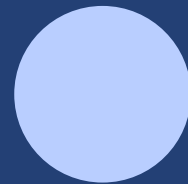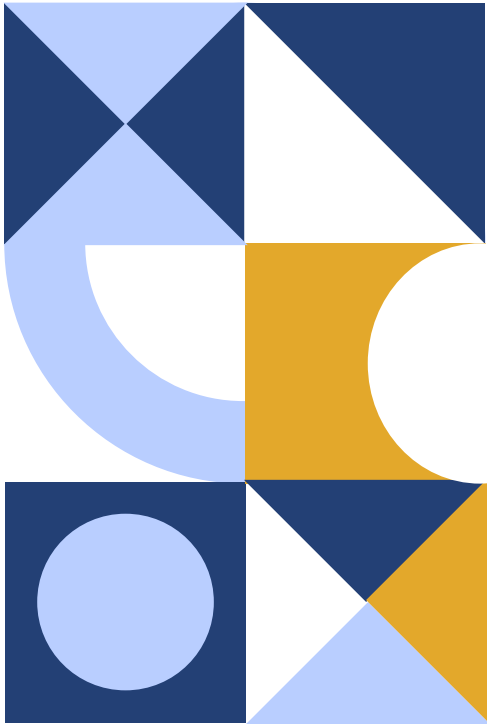
Acknowledgement of Traditional Land

Program Essentials
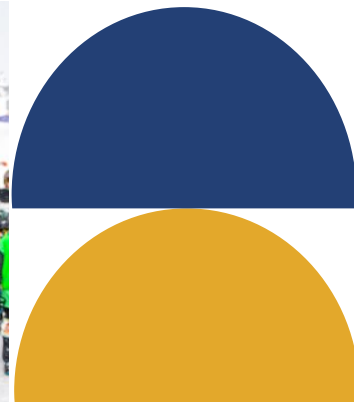
$140 Million Annually

Funded with Commercial Gaming Revenue

- $135 MILLION: "**Community Gaming Grant Program**" to help not-for-profits deliver ongoing programs

- $5 MILLION: "**Capital Project Grant Program**" to help not-for-profits with capital projects or acquisitions

Community Gaming Grants

Not a competitive grant process - all eligible not-for profits receive funding

90% of all applicants receive a grant

Fund approximately 5,000 organizations across B.C.
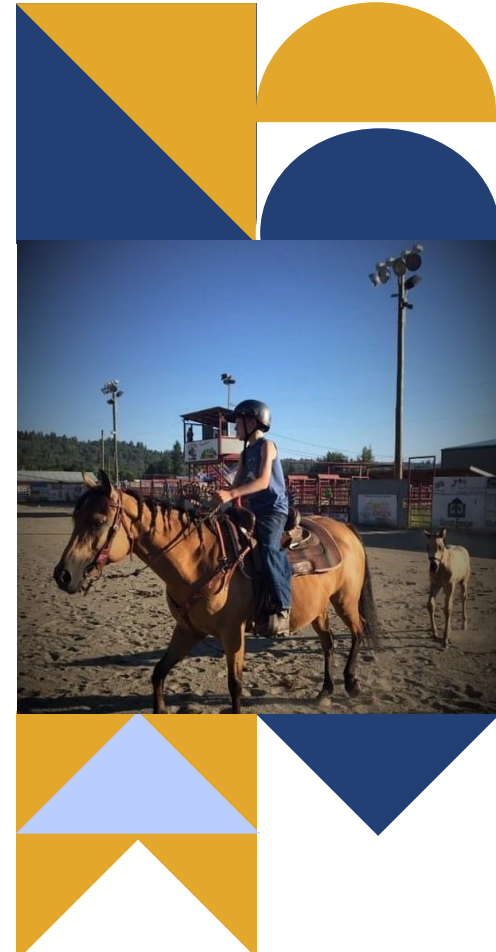
2021/22 PAC/DPAC Guidelines

Community Gaming Grants
2021 PAC & DPAC Guidelines & Conditions

BRITISH COLUMBIA
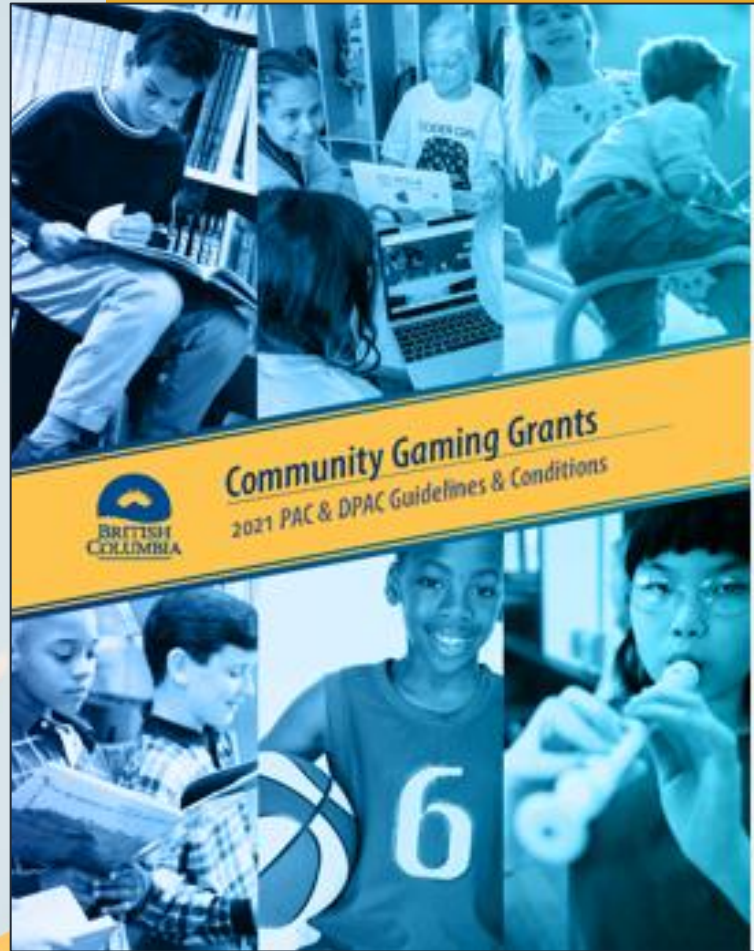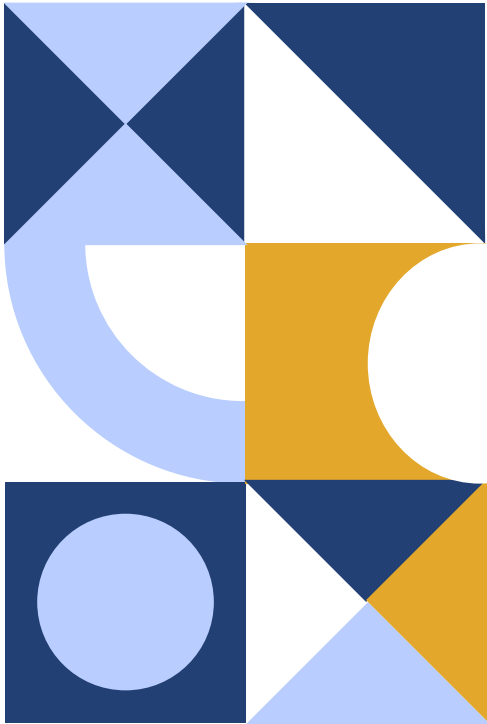
PAC/DPAC Overview

PAC/DPAC Sector

Community Gaming Grant funding supports PAC/DPACs by providing funding to enhance extracurricular opportunities for K-12 students

- PAC funding: Receive **$20** per student, per year

- DPAC funding: Receive **$2,500** each
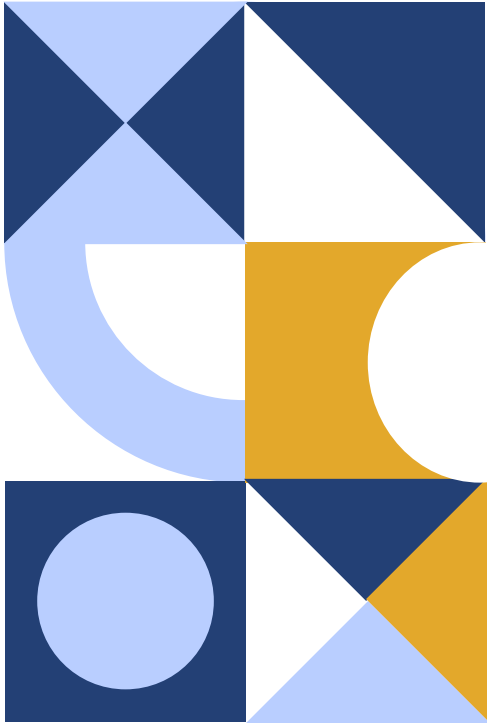
PAC/DPAC Eligibility

PAC/DPAC Eligibility

- PACs or equivalent groups at public schools, group 1 or 2 independent schools, and First Nation band schools

- Separate from the management and operation of the school & composed of parents or guardians of students attending the school

- Not-for-profit

- Open membership for parents/guardians of students attending the school

- Provide extracurricular programming that is accessible and inclusive for all students

- Democratically chosen volunteer board

- Delivered the program for at least 12 months

Spending the Grant

Eligible Expenses - PACs

PAC grant funding is intended to benefit students by enhancing extracurricular opportunities of students who attend the school represented by the PAC, including:

- Field trips within B.C.

- Presentations or performances (e.g. music, theatre, science, etc.).

- PAC school spirit and family engagement events (e.g. school carnivals, movie nights, school dances, other social activities).
  - Grant funds may not be used for any fundraising components at PAC events

- Entertainment or leisure activities for non-instructional times (e.g. graphic novels/comics, magazines, popular fiction, self-help books, board games, colouring books, etc.).

- Beautification for common spaces, such as hallways, library, multi-purpose room, etc. (e.g. art, posters, "sensory paths," holiday decorations, etc.).

Eligible Expenses - PACs (continued)

- Student publications (e.g. newsletters, yearbooks).

- Student competitions (e.g. writing, debating, chess, music).

- Student computers for extracurricular activities/clubs (e.g. software, hardware, accessories for photography club, robotics club, yearbook club, etc.).

- Student clubs or societies (e.g. drama club, chess club, etc.).

- Student ceremonies (e.g. graduation, dry grad).

- Team or club uniforms (e.g. jerseys, t-shirts, etc.) and/or equipment for extracurricular activities.

- Equipment for extracurricular sports.

Eligible Expenses - PACs (continued)

- Items that directly benefit students (e.g. playground equipment or enhancements, etc.).

- Student recognition (e.g. certificates, trophies, grad memorabilia, etc.).

- Student conferences within B.C.

- British Columbia Confederation of Parent Advisory Councils membership fees.

- Emergency, safety or earthquake related supplies or equipment that is not ordinarily the responsibility of the school/school district.

- With prior approval, student transportation and travel outside B.C.

- Scholarships and bursaries for post-secondary education (paid directly to students attending a school represented by the PAC).

Eligible Expenses - DPACs

DPAC grant funding is intended to foster greater parental involvement in schools and effective communication between schools, parents, students and the community, including:

- Informational and promotional materials for parents (e.g. newsletters, websites, social media, etc.)

- Administrative costs (e.g. meeting room rental, printing costs, presenter/guest speaker fees, etc.).

- Parent training and workshops (e.g. Foodsafe, student health or wellness classes, Robert's Rules for Boards, etc.)

- British Columbia Confederation of Parent Advisory Councils membership fees for the DPAC only.

- Travel for regular DPAC meetings.

Ineligible Expenses – PACs & DPACs

Funds cannot be used for items that the school is responsible for, or for curriculum-based activities or items. This includes materials that are not required for delivering or completing curriculum but assist in doing so (e.g. smart boards, other enhanced educational tools).

- Curricular activities or items (e.g. instructional materials, textbooks, etc.).

- Items used primarily in the classroom to assist in the delivery or completion of curriculum (e.g. tablets, smart boards, etc.).

- Fundraising (e.g. the sale of goods/services to generate revenue, etc.).

- Out-of-province travel, unless approved by the Branch.

- Replacing/repairing school facilities that are the responsibility of the school/school district (e.g. structural repairs, water refill stations, school infrastructure, etc.).

Ineligible Expenses – PACs & DPACs (Continued)

- Items that are the responsibility of the school/school district (e.g. audio-visual equipment, digital news boards, PPE, etc.).

- (PACs-only): Goods and services that benefit the parents/staff (e.g. parent education, parent workshops, staff luncheons etc.).

- Administrative and/or operational costs incurred to support the PAC program (e.g. office supplies and equipment, accounting or insurance fees, etc.).

- Wages or professional development of paid staff.

- Monetary prizes or gift cards

- Donations to other organizations or individuals.

- Past debt (i.e. expenses from a previous fiscal year), loan or interest payments.

Use of Funds Examples - PAC

- In lieu of pumpkin patch field trip, individual pumpkins bought for students to decorate

- Virtual field trip to a museum

- Online author visit and reading

- Poetry and writing workshops

- Indigenous artists working with children to create artwork to greet visitors to the school

- Grad hoodies designed by students

- Comic books, graphic novels, magazines, etc.

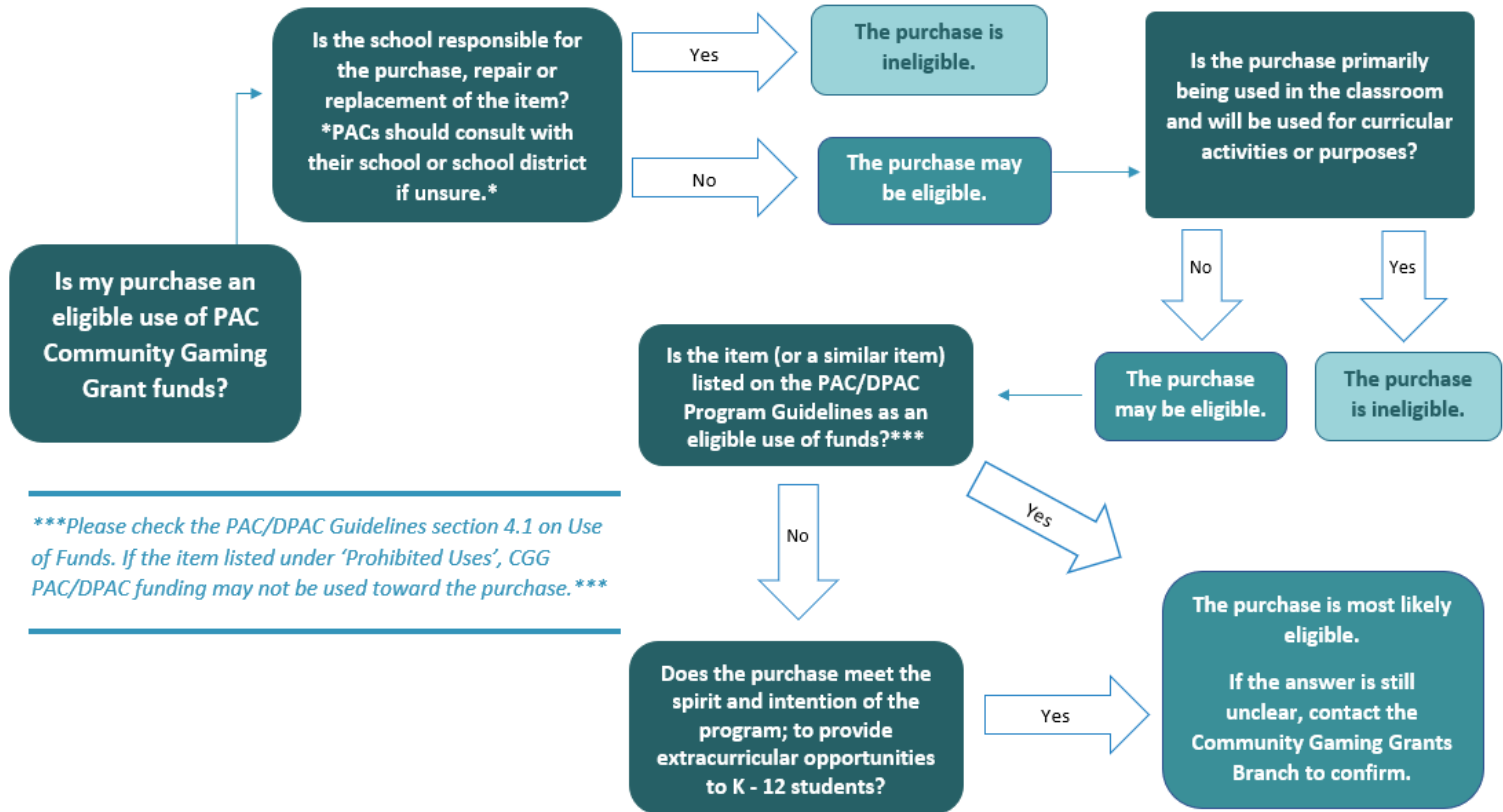- Virtual licensing for video modules (e.g. dance modules, Indigenous story telling modules, etc.)

- Colour-coded outdoor equipment for each cohort for play during lunch and recess

- Gingerbread house supplies for a Christmas competition

- Murals painted to beautify the school

- Aquarium purchased for common space

- Equipment for student clubs (e.g. baking equipment for a Baking Club, 3D printer for a Science Club, etc.)

Use of Funds Examples – DPAC
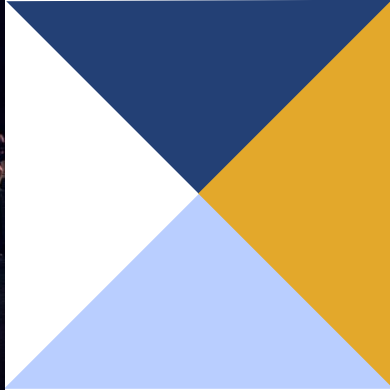
- Hosting web and email platforms

- Presentations/webinars for parents (e.g. managing mental health, online security, earthquake preparedness, traffic safety around schools, etc.)

- Food safe instruction for parents (required for lunch program)

- In-person or virtual workshops for parents (e.g. effective meetings, PAC treasurer workshops, social media safety, etc.)

Decision Tree for Uses of PAC Funds

Is my purchase an eligible use of PAC Community Gaming Grant funds?

Is the school responsible for the purchase, repair or replacement of the item? *PACs should consult with their school or school district if unsure.*

Yes → The purchase is ineligible.

No → The purchase may be eligible.

Is the purchase primarily being used in the classroom and will be used for curricular activities or purposes?

No → The purchase may be eligible.

Yes → The purchase is ineligible.

Is the item (or a similar item) listed on the PAC/DPAC Program Guidelines as an eligible use of funds?***

Please check the PAC/DPAC Guidelines section 4.1 on Use of Funds. If the item listed under 'Prohibited Uses', CGG PAC/DPAC funding may not be used toward the purchase.

Yes → The purchase is most likely eligible.

If the answer is still unclear, contact the Community Gaming Grants Branch to confirm.

No → Does the purchase meet the spirit and intention of the program; to provide extracurricular opportunities to K - 12 students?

Yes → The purchase is most likely eligible.

Use of Funds – Frequently Asked Questions

Q: Can a PAC give grant funds to the school or school district?

A: No. Per section 10 of the Conditions for a PAC/DPAC Grant, PACs are not permitted to make advances or donations of gaming funds to a school or school district.

However, the PAC may reimburse the school, school district, school group, or an individual for eligible disbursements as long as supporting documentation is retained in the PAC's gaming records.

It is preferred that the PAC pays suppliers of goods and services directly whenever possible.

Use of Funds – Frequently Asked Questions

Q: How do PACs make capital purchases? Does the PAC or the school own the asset?

A: Although the PAC must retain management and control of its grant funds, ownership of eligible assets purchased with PAC grant funds may be transferred to a school or school district if doing so is required for storage, maintenance, operation or liability insurance purposes.

Use of Funds – Frequently Asked Questions

Q: Can our PAC provide scholarships or bursaries to students?

A: Scholarships/bursaries are only eligible when they are provided to a *current* student of the school, who is graduating in the current year.

The scholarship/ bursary program must be offered by the PAC, whose board/executive committee determines the selection criteria and procedure for awarding funding.

The cheque must be payable to the student (ie. directly to the eligible beneficiary, not to a third party) and the grant funds must be used for post-secondary education only, at a provincially authorized post-secondary institution or equivalent.

Use of Funds – Frequently Asked Questions

Q: Can we purchase playground equipment?

A: PACs can use their funding to purchase playground equipment. If there are modifications to the school grounds (e.g. levelling of ground, digging) required to install the equipment, this would fall under the school's responsibility.

PACs may retain their PAC grant funding for up to 36 months, so there are PAC groups that save this funding to make a larger purchase, such as a playground.

PACs may also apply to the Capital Project Grant program for funds for a playground; however, playgrounds located on public school grounds that are eligible for the Ministry of Education's Playground Equipment Program (PEP) are not eligible for a Capital Project grant. School Districts are responsible for applying for the PEP; confirm with the SD if your project is eligible for the PEP.

Spending Rules

Grant funds are deposited into an organization's "Gaming Account."

Expenses

All eligible expenses should be paid directly from the Gaming Account.

Grant funds may be transferred – by cheque or electronically – from the Gaming Account to the General Account for the reimbursement of eligible program expenses.

Method

Cheque or board-approved electronic transfer.

Documentation

Invoices and receipts must be retained for five years.

Spending Rules

Spending Timelines

Forward

PAC - Grant funds must be disbursed within 36 months of receipt.

DPAC – Grant funds must be disbursed within 12 months of receipt.

Backward

Grant funds can back-pay expenses incurred in the same fiscal year the grant is received.

This is done by transferring funds from the Gaming Account to the General Account for previously incurred eligible expenses.

Financial Reporting

All Gaming Grant spending must be reported in the "**Gaming Account Summary Report (GASR).**"

- All organizations that receive Community Gaming Grants or have previously received a grant and still have money in their Gaming Account, must submit a GASR.

- Must be submitted within 90 days of the organization's fiscal year end (do not submit prior to FYE)

- The GASR details: "Gaming Account" balance at beginning of fiscal year; grants received; funds disbursed; and balance at end of fiscal year.

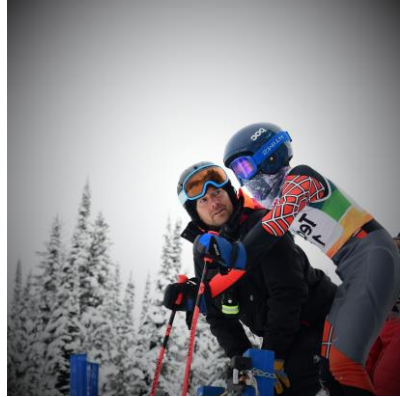- GASR also requires a description of how the funding benefited the community – ie. students.
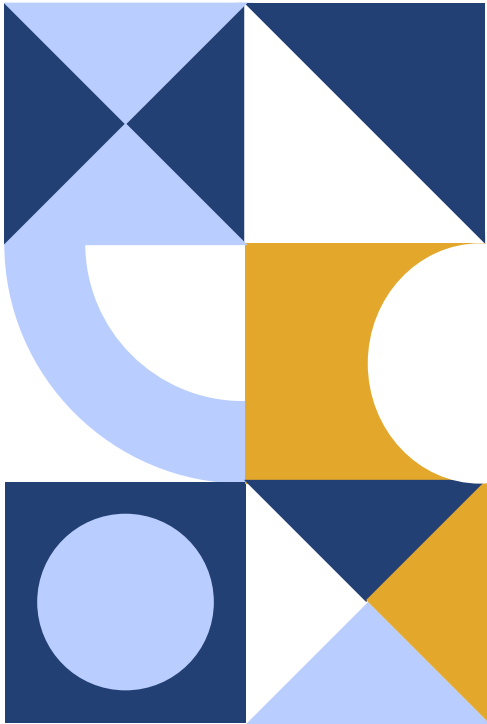
Applying for the Grant

How to Apply

PAC/DPAC Intake

•**Apply April 1 – June 30**
•**Notification by September 30**

Apply online on our website

Paper applications are not accepted

Documents must be attached to application, or emailed (not mailed)

Before Applying

Review the PAC/DPAC Guidelines and/or the resources on our website for valuable tips:

• Pre-application checklists

• Frequently asked questions

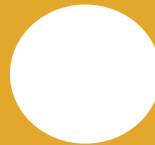• Application tutorial

PAC/DPAC Required Documentation

PAC/DPAC information (Full legal name, mailing address and L&G number)

A complete list of annexes/ school(s) that the PAC/DPAC represents

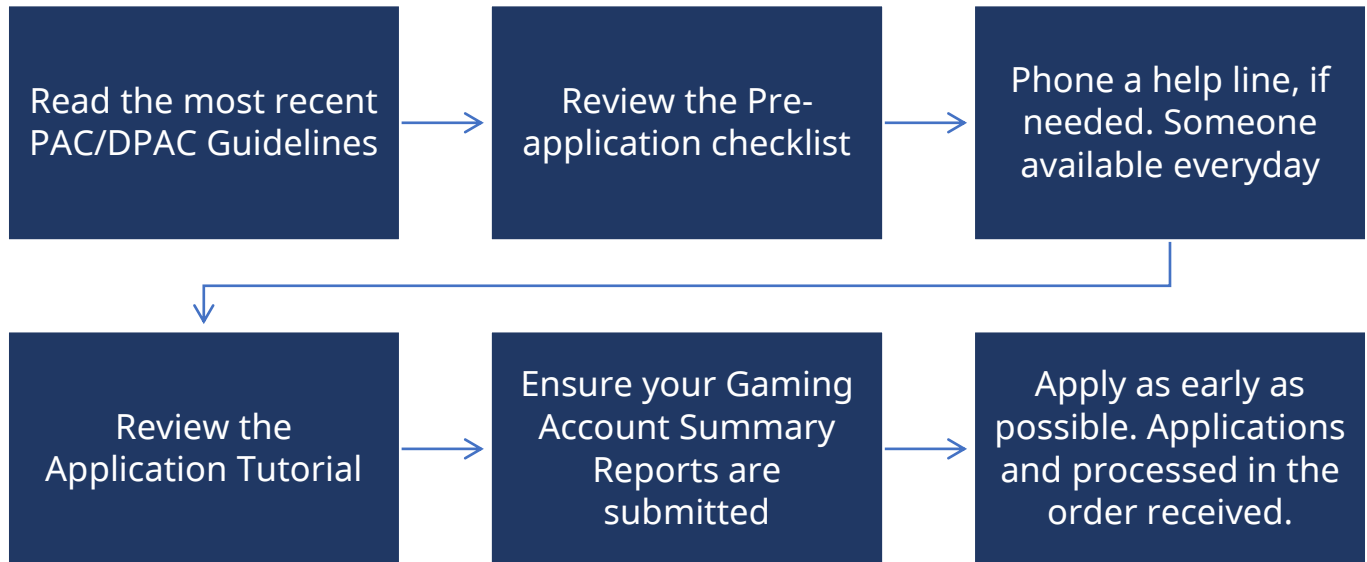A separate "Gaming Account" and voided cheque from your "Gaming Account" (

Names, positions and contact information of 2-4 members of the PAC/DPAC associated with the application

Ensure recent Gaming Account Summary Report(s) have been submitted

Tips and Advice for Applying

Read the most recent PAC/DPAC Guidelines	Review the Pre-application checklist	Phone a help line, if needed. Someone available everyday
Review the Application Tutorial	Ensure your Gaming Account Summary Reports are submitted	Apply as early as possible. Applications and processed in the order received.

2021 Capital Project Grants Program

Capital Project Grant Overview

Capital projects with a total cost between $20,000 - $1,250,000

Between 20% and 50% of the total cost of a project may be funded

Grants up to $250,000 (max)

Matching funds are required

$5M Annual Funding

Competitive Process

Capital Project Grant

Application intake period: TBD

Notifications: TBD

- One application per year

- Only one grant per project

- Can still apply for regular/annual Community Gaming Grants

Project Eligibility

Facilities – construction of new facilities; renovation or maintenance of existing facilities
Purchase new/used buildings, community or childcare facility, recovery house, interior or exterior renovation (kitchen/bathroom/flooring/roof); HVAC system, elevators, tennis bubbles, lighting, curling club refrigeration.

Community Infrastructure – development of public amenities that improve B.C. residents' quality of life
Playgrounds, outdoor structures, community space, skate park, hiking/walking trails, public wharf, ecosystem restoration.

Acquisitions – purchase of fixed capital assets for long-term ownership and use by the applicant organization
Vehicles, buses/vans, computer systems, office or technical equipment, audio/visual equipment, sports equipment, boats.

Competitive Scoring Process

Community benefit (20%)
- Describe your project and why it is needed.
- How will your community benefit from this project?

Inclusiveness and accessibility (5%)
- How may people in the community will benefit?
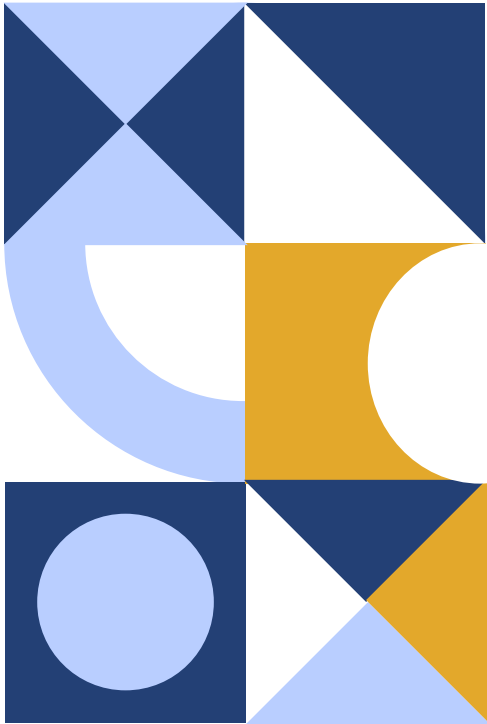- It is open/inclusive to as many people as possible?

Project Feasibility (25%)
- Project Timeline
- Risk Management Table
- Approvals and Permits
- Operational Viability

Financial Considerations (45%)
- Project Cost
- Project Budget
- Cost Estimates
- Planned Use of Grant Funds
- Matching Funds

Environmental efficiency (5%)

Resources

Key resources

- **Community Gaming Grants website** (http://gov.bc.ca/gaminggrants)

- **Community Gaming Grants Branch**
  - General – communitygaminggrants@gov.bc.ca; Or call 250-356-1081

  - Community Outreach Manager – CGGOutreach@gov.bc.ca

- **BCCPAC** – BC Confederation of Parent Advisory Councils (http://bccpac.bc.ca/)

- **BCACG** – British Columbia Association of Charitable Gaming (http://bcacg.com/)

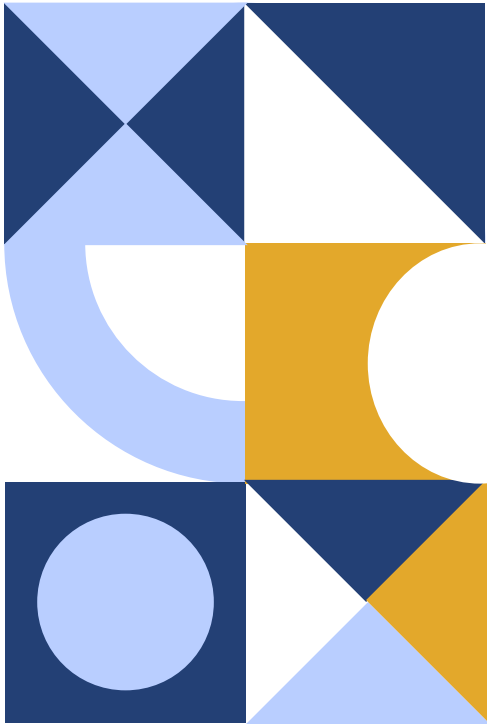- **BCAAFC** – British Columbia Association of Aboriginal Friendship Centers (https://www.bcaafc.com/)

Community Charitable Gaming Associations (CCGAs)

CCGAs receive grants to help local non-profits

- **Dawson Creek – Northern Lights CCGA**
  http://northernlightsgaming.ca/
- **Prince George – Northern Interior CCGA**
  http://www.northernica.org/
- **Kelowna – Central Okanagan CCGA**
  http://cocga.com/
- **Chilliwack – Fraser Valley CCGA**
  https://fvccga.com/
- **Victoria – Charity Works CCGA**
  http://charityworks.ca/
- **Comox – Valley CCGA**
  www.valleycharitablegamingsociety.com
- **Vancouver – BCACG**
  http://bcacg.com

Questions?