

PROGRAM GUIDE

This guide identifies what types of projects are eligible for Outdoor Active Recreation Grants and gives you information on how to complete an application.

WHAT ARE THE OUTDOOR ACTIVE RECREATION GRANTS?

The Trust's Outdoor Active Recreation Grants (the Program) supports community efforts to create low barrier outdoor recreational facilities that encourages residents to live more active, healthy lifestyles.

Basin residents have indicated that affordable outdoor physical activity is important to them. The Program supports community well-being which is a priority in the Columbia Basin Management Plan. Learn more about the plan [here](#).

WHO CAN APPLY?

Eligible applicants include registered non-profits, local governments, and First Nations Communities in the Columbia Basin Trust region. (ourtrust.org/map).

WHEN IS THE APPLICATION DEADLINE?

January 14, 2022 at 2:00 p.m. PT / 3:00 p.m. MT.

We will not accept applications after this deadline.

WHAT TYPES OF PROJECTS ARE ELIGIBLE?

Individual project eligibility is determined by the Trust at its sole discretion. The types of projects that may be eligible include, but are not limited to:

- the development or enhancement of outdoor recreation facilities such as in-place exercise equipment, multi-purpose courts and fields, disc golf courses, bike parks and pump tracks, skate parks, outdoor rinks, pools, and playgrounds;
- adapting outdoor recreation facilities to improve accessibility for persons with disabilities;
- installing or upgrading amenities to enhance safety or user experience such as shade structures, bike racks, washrooms; or
- upgrades that enhance existing facilities for multi-sport or multi-purpose use;

WHAT TYPES OF PROJECTS ARE NOT ELIGIBLE?

Individual project eligibility is determined by the Trust at its sole discretion. The types of projects that are not eligible include, but are not limited to those that are:

- fee for service facilities;
- indoor facilities (rinks, arenas, sports domes);
- deemed to be regular/routine maintenance or repair;
- focused on trails; or
- on school properties, unless there is clearly demonstrated use by the public and demonstrated support from the community at large for non-school use.

WHAT TYPES OF COSTS ARE ELIGIBLE?

Eligible project costs include:

- geotechnical work, engineering and design costs;
- capital purchases and costs for new construction and/or substantial upgrades to existing facilities;
- permanently installed equipment; or
- other costs that are direct and necessary for the successful implementation of the project.

WHAT TYPES OF COSTS ARE NOT ELIGIBLE?

Ineligible project costs include:

- underground infrastructure;
- retroactive costs (costs that have already been incurred prior to funding approval);
- routine operating and maintenance including upgrades related to the same;
- sports equipment (e.g. balls, bats, skis, snowboards, mountain bikes, snowshoes, protective equipment or jerseys); or
- recreation programming.

HOW MUCH WILL THE TRUST FUND?

For applicants from incorporated communities with populations greater than 3,000

- Maximum request of \$250,000.
- Up to 60% of eligible costs.

For applicants from unincorporated communities, rural areas, First Nations Communities, or Incorporated Communities with populations of less than 3,000

- Maximum request of \$250,000.
- Up to 75% of eligible costs.

HOW DOES THE TRUST SELECT PROJECTS FOR FUNDING?

The Trust uses the following selection criteria to prioritize funding:

- The project demonstrates it meets the program eligibility;
- The project demonstrates community support, indicated by activities like fundraising, financial commitments, First Nations Communities, and local government support; and partnerships;
- The project demonstrates readiness to move forward in the stated timelines;
- There is a long-term plan to operate and maintain the facilities;
- A project budget that demonstrates cost-effectiveness with proof of quotes;
- The project demonstrates that it provides multiple benefits (e.g., a sports field that will be used for soccer, field lacrosse, and track and field);
- The Trust strives to distribute Program funds across communities, organizations and project types and will consider this as part of the evaluation of all applications;

- Additional consideration may be given to projects that incorporate:
 - a. Indigenous perspectives or partnerships with Indigenous Peoples;
 - b. climate change adaptation practices; and/or
 - c. a component of employment creation and/or workplace training.

WHEN WILL I HEAR THE RESULTS?

The review process usually takes up to eight weeks. We will contact you by email, at the address on your application form, to let you know if your project has been approved for funding.

Prior to approving any projects, Trust staff may contact you during the evaluation phase to request additional information.

If approved, we will also let you know whether there are conditions you will need to address. We will then send a Contribution Agreement for signature, and you will receive the funding after both parties sign this.

WHEN CAN MY PROJECT START?

Projects for this intake should begin no earlier than April 4, 2022. Trust funding can only be put toward approved project expenses after the Contribution Agreement has been signed by both parties.

WHAT ELSE DO I HAVE TO KEEP IN MIND?

Even if a project meets the eligibility criteria it may not be selected for funding as the Trust often receives requests for more funding than what is available. The Trust retains the discretion to determine project eligibility and the amount of funding it may allocate to each project. The Trust retains the discretion to offer part, or all of the Trust portion of the funding request.

Depending on the nature of your project, you may be required to obtain specific permits and approvals prior to receiving Trust funds.

HOW DO I APPLY?

You are encouraged to contact Trust staff to discuss projects.

1. Download and review the Application Guide for direction and advice on how to complete the application form [Outdoor Active Recreation Program \(ourtrust.org\)](https://ourtrust.org).
2. Complete the online application form.

If you prefer to submit a paper application, or if you have any questions about the application process, please contact Trust staff at outdooractive@ourtrust.org or 1-800-505-8998.