



# CONCEPTUAL DRAWING GRANT Guidelines

Since its establishment in 1985 as a non-profit organization, Parks Foundation Calgary (PFC) has been dedicated to creating thriving communities and public spaces. We exist so all Calgarians can enjoy a healthy lifestyle by providing easily accessible and unique, sport and green spaces.

## **What is the Partner Parks Conceptual Drawing Grant Program?**

The Partner Parks Conceptual Drawing Grant program is intended to provide “seed money” to hire a landscape architect or designer to provide a professional drawing that reflects the innovative vision a group would like to create.

Up to \$5,000.00 can be awarded to any non-profit organization, club, league, education institution, or group endorsed by an appropriate body to support a project that will enhance Calgary’s parks, pathways, natural areas, and open spaces. The architectural drawings also provide a preliminary cost estimate for the project, and a visual aid to show donors, stakeholders, and city representatives during the first stages of approvals.

## **What types of organizations are eligible?**

Those eligible may be any organization, club, educational institution or society that:

- is registered as a non-profit society and has a Certificate of Incorporation
- has objectives relating to parks and active communities
- is located within the City of Calgary municipal boundaries

## **How are applications evaluated?**

Applications are reviewed and evaluated by Parks Foundation staff and approved by our Board of Governors using the following criteria:

- Social and community need as it relates to parks and community spaces
- Benefit and flexible use of project elements that will allow a variety of demographics to use and feel welcome in the space
- How the project will support community cohesion and contribute to innovative and multi-use park amenities
- The project must be within the Calgary municipal boundaries

## **How do we apply for a Partner Parks Conceptual Drawing Grant?**

Complete the application form on the Parks Foundation Calgary website at <http://www.parksfdn.com/conceptual-drawing/>. We encourage all applicants to email the Grant Program Manager to discuss project eligibility prior to working on your application. See the website for up to date contact information.

**Applications are accepted in electronic format and can be submitted to the Grant Program Manager listed on our website.**

If desired, hard-copy applications can be mailed to:

Partner Parks Conceptual Drawing Grant Program  
Parks Foundation Calgary  
225-13<sup>th</sup> Avenue SW  
Calgary, AB T2R 1N8



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## **Are there application deadlines?**

No, grant applications are reviewed on an ongoing basis and approved by our Board of Governors.

**\*Note:** Our Board of Governors does not meet during the summer months.

## **What are the conditions associated with accepting a grant?**

There are three main conditions associated with accepting a PartnerParks Conceptual Drawing Grant:

1. All invoices will be paid directly to landscape architects by the Parks Foundation Calgary.
2. Recipients must provide recognition of the support of the PartnerParks Grant program and its funders and administrators, the Parks Foundation, Calgary. This recognition should be determined in consultation with the Grant Program Manager.
3. The grant must be used towards the project described in your application within one year of approval unless an extension has been approved.

## **If successful, how do we get our grant funds?**

Grant funds are paid directly by Parks Foundation Calgary to the Architect that has been chosen by your organization.

## **How do we get more information?**

If you have questions about the PartnerParks Conceptual Drawing Grant Program visit our website at [www.parksfdn.com](http://www.parksfdn.com) or contact us at [info@parksfdn.com](mailto:info@parksfdn.com).