



EMBRACE THE OUTDOORS Grant Guidelines

Background

Throughout the COVID-19 pandemic, Calgarians have turned to the outdoors to maintain their physical and mental health. They utilized it as a safe place to get fresh air, take a break from their screens at home, and stay connected to their friends and neighbours. Park and pathway usage grew across the city and people found a new appreciation for their outdoor spaces. With chilly winter conditions ahead, it's important for Calgarians to maintain the healthy habits they established over the summer months.

To make this possible, Parks Foundation has partnered with The City of Calgary to develop a grant program to support outdoor space improvements that allow Calgarians to experience their public space in safe new ways. This grant program will provide necessary funding to reimagine and recreate the outdoors this winter for everyone to enjoy. By reimagining our outdoor spaces, we know our parks can continue to be a place where we can recharge and focus on our health and wellbeing.

What is the Embrace the Outdoors Grant Program?

The Embrace the Outdoors Grant program will award grants of up to \$4,500 to support the direct costs of community improvements that will safely draw Calgarians outdoors this winter. Grants will be awarded on a first come first serve basis. Any non-profit community organization is encouraged to apply.

The intent of this grant is to fund outdoor improvements and enhancements that safely welcome people to enjoy the outdoors and can be experienced by a variety of users at different times. Projects should help support the mental and physical health of communities and provide multiple opportunities for people to experience the outdoors. This program is not intended to fund or support events or community-style gatherings, but rather experiences that people can participate on their own while safely enjoying the outdoors.

All community ideas must adhere to the most up to date public health guidelines provided by Alberta Health Services. For the most up to date information, please visit www.alberta.ca/COVID-19.

What types of organizations are eligible?

Any non-profit organization, club, educational institution or group is eligible to apply if they:

- Are a registered non-profit organization in good standing
- Are located within the City of Calgary municipal boundaries

What types of projects are eligible?

Community projects should provide opportunities for families and neighbours to enjoy on an ongoing basis and allow people to experience their outdoor spaces in new and different ways. They should help support the mental and physical well-being of Calgarians. They must also:

- Occur between December 15th, 2020 and April 30th, 2021.
- Be free of charge and open to the general public.
- Adhere to the most up to date public health and safety restrictions provided by Alberta Health Services and the City of Calgary.
- Be located within the City of Calgary municipal boundaries.

Below are some eligible project examples:

- Purchasing skate, ski, or sport equipment for community members to use or borrow
- Art installations or pop-ups Ex. Ice sculptures
- Christmas Tree Garden or Holiday light displays
- Snow or Hay Maze
- Outdoor Play kits Ex. Snow Paint!



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Eligible projects are not limited to those listed above. If you're not sure about your idea, call us to discuss your project. Please refer to our webpage for the most up-to-date contact information.

What types of expenses are eligible?

Grant funds can be used to cover direct expenses of your community project. Expenses might include:

- Sport equipment, materials or craft supplies
- Instruction costs or artist fees
- Equipment purchases
- COVID-19 protective equipment or cleaning supplies related to the project

Eligible expenses are not limited to those listed above.

What types of expenses are ineligible?

- Community Events
- Staff or Program Salaries
- Administration or Overhead costs
- Current, or pre-existing Program costs

Are there application deadlines?

Applications will be accepted on an ongoing basis and awarded on a first come first serve basis. Once the funds are exhausted applications will no longer be accepted.

How do we apply?

- Complete the application form on the Parks Foundation website at www.parksfdn.com/embrace
- Applications will be accepted on an ongoing basis until the grant funds are exhausted.
- **Submit one electronic application including the supporting documents required.**

All applications can be submitted electronically to:

Keenan Ince, Program Coordinator @ kince@parksfdn.com

Subject Line: Embrace the Outdoors - <Organization Name>

It will take up to 14 days for your application to be reviewed and to be notified on the status of your application. Note: Applications will not be reviewed between December 24th - January 3rd, 2021.

Due to limited funding available, funds will be distributed on a first come first serve basis until funding is exhausted. **Only complete applications will be considered.** Projects that have commenced or been completed will not be funded retroactively.

How are applications evaluated?

Applications are reviewed and evaluated with the following criteria in mind.

- Provides an ongoing and free opportunity to experience the outdoors in a unique way and can be enjoyed by the general public.
- Opportunities for ongoing informal participation and enjoyment that supports the mental and physical well-being of Calgarians.
- Priority will be given to projects that can be executed quickly and illustrate a high probability of success.
- Adheres to the most up to date public health and safety guidelines provided by the Alberta Government and City of Calgary relating to COVID-19.
- The project must be within the Calgary municipal boundaries and free of charge.



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Other Key Components of the program

- All applicants agree to the program [Terms and Conditions](#) when they submit their grant application.
- Funds will be distributed on a first come first serve basis until funding is exhausted. It will take up to 14 days for your application to be reviewed. If your application is incomplete or requires further clarification, this may result in processing delays and impact approval.
- All projects under consideration must comply with the most up to date public health and safety restrictions provided by the Alberta Government and City of Calgary relating to COVID-19.
- All successful applications are required to recognize the Parks Foundation Calgary and the City of Calgary as administrators and funders of the program, and share stories of your project.
- Successful applicants will receive their grant funds via cheque, mailed to the address on the application within 14 business days of approval.
- Projects must be completed no later than April 30th, 2021.
- Project reporting must be submitted to Parks Foundation no later than May 31st, 2021 using a reporting template provided.

Still have Questions?

Questions about the Embrace the Outdoors Grant program can be directed to our Program Coordinator. Please refer to our webpage for the most up-to-date contact information.