

## **FACT SHEET**

### **HOW ORGANIZATIONS CAN APPLY TO RECEIVE MAJOR CAPITAL PROJECT GRANTS**

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#### **Purpose**

The purpose of this Fact Sheet is to advise people:

- What requirements must be in place for a project to be eligible for a major capital project grant; and
- How an eligible organization may acquire a major capital project grant.

#### **What is a major capital project?**

Major capital projects include the construction of new facilities, renovation of existing facilities, relocation or maintenance of existing facilities and property development. The project must:

- Enhance an existing eligible program that provides an immediate and direct community benefit;
- Be accessible to the general public;
- Have a total cost which exceeds \$20,000; and
- Provide evidence of project viability and continued maintenance.

#### **Who can apply for major capital project funding?**

An organization must be federally or provincially incorporated as a non-profit society if it intends to apply for and use gaming funds for capital acquisitions or capital projects. Where an organization is registered under the provincial *Society Act*, it must be in good standing with the Registrar of Companies.

#### **How much funding can organizations apply for, as a grant, from the Major Capital Project Program?**

An organization can apply for the same amount of secured funding it has in hand, to a maximum of 50% of the total cost of the project, not exceeding \$100,000.

#### **How many times can an organization apply for a major capital project grant?**

An organization can apply up to three times for a project, if the project is undertaken in phases. Applications are submitted once a year between October 1 and November 30. Grants are paid by March 31 of the following year.

#### **Can an organization begin its major capital project and then apply for funding?**

No. Funding will not be approved for major capital projects that have already begun. The project must be approved before it starts in order to be eligible for a major capital project grant.

#### **Can a major capital project be completed in phases, over several years, and still be eligible for funding?**

Yes, if each phase for which an organization applies is unique to and enhances the delivery of the organization's programs. Capital project grant funds can be accumulated for a maximum of three years, with prior approval. Those revenues will not be considered secured funding for future projects or phases.

**Can an organization include in-kind donations and volunteers' time to form part or all of the secured funding that is required before it is eligible for a major capital project grant?**

No. An organization's contribution must be in the form of restricted cash (including a secured loan) equal to, at minimum, the requested major capital project funding. Remaining funding to complete the project can be in the form of donated person hours, equipment, services, and materials from other sources at a rate pre-determined in the guidelines.

**Where does an organization apply for a major project capital grant?**

The Gaming Policy and Enforcement Branch (GPEB), which regulates all gaming in British Columbia, administers the Major Capital Project Program. The Branch determines which applicants will receive grants, the amount of any grant and disburses the grant money

**Are there any processing fees to apply for a major capital project grant?**

No fees are required to apply for a major capital project grant.

**What criteria must be met and what accountabilities must be demonstrated to be eligible for a major project capital grant?**

Recipients must meet specific criteria and be accountable for the funds they receive (see application form). They must comply with the Gaming Control Act and regulations and conditions of the grant.

**Can a major capital project grant be used to pay a mortgage?**

No. Payment of debt and facility rental is not an eligible use of capital project funding.

**Can a major project capital grant be used for land acquisition or to buy a new building?**

No. However, a new building may be constructed on property already owned or leased by an eligible organization, land that is owned by a local government and leased to an eligible organization, or on public land. If leased, a long term lease, with no less than five years remaining, is required to be in place.

**How can an eligible organization apply for a major capital project grant?**

Information and application forms for grants can be downloaded from <http://pssg.gov.bc.ca/gaming/> or obtained from any GPEB Branch office or Government Agent office.

**More information or finding out the status of your application for a major capital project grant?**

Visit the Branch website at: <http://www.pssg.gov.bc.ca/gaming/> or call (250) 387-5311 in Victoria to enquire about grant applications.

If you are calling from outside the Victoria area, call Enquiry BC toll-free at 1-800-663-7867, or in the Vancouver area (604) 660-2421, and ask to be transferred to the Gaming Policy and Enforcement Branch in Victoria at (250) 387-5311.

**Issued by:**

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