



County of Lethbridge Policy Handbook

EFFECTIVE: December 1, 2011 **SECTION:** 100 NO. 157 Pge 1 of 2
APPROVED BY: County Council **SUBJECT:** Regional Recreation
Facilities Grant Program
REVISED DATE:

Purpose

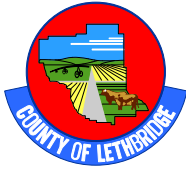
To establish guidelines and criteria for funding a portion of the costs of operating expenses for specified recreation facilities that are operated by the towns and villages within the geographic limits of the County of Lethbridge that provide services to the citizens of the County of Lethbridge.

Policy

The County of Lethbridge recognizes that County citizens make use of recreation facilities located within and operated by the urban municipalities within the County. The purpose of this program is to make available limited grant funding to offset the greater operating shortfalls resulting from the use of these facilities by County residents.

Guidelines and Procedures:

1. Administration of the Regional Recreation Grant Program will be carried out under the direction of the Director of Community & Legislative Services.
2. Request for funding from the Regional Recreation Facility Grant Program shall be authorized by County Council based on submissions received from the towns and villages located within the geographic limits of the County of Lethbridge. The County will invite submissions every third year, detailing eligibility criteria and deadline dates for applications. The initial grant funding period is to be 2012 through 2014, with a submission deadline of June 1, 2012 for this initial round.
3. Principles include:
 - a) County Council will determine the amount of money available through the annual County operating budget, and will retain authority to make grants at its sole discretion.
 - b) Funding is intended to address operating budget shortfalls (costs less user fees and other revenues) at the eligible facilities.
 - c) Funding is to be allocated based on a reasonable calculation of the proportion of County users of each facility.



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- d) Eligible facilities include arenas, swimming pools, ball diamonds, soccer pitches, and spray parks operated by towns and villages within the geographic limits of the County of Lethbridge.
 - e) Priority will be given to those requests which most benefit County residents and where complete and accurate information is provided.
 - g) Funding agreements shall be for a maximum of a three-year term.
4. Funding applications are to be accompanied by:
- Three-year operating plans for each facility for which funding is being requested;
 - Detailed budgets showing full operating costs less cost-recovery through user fees and other grants; and,
 - An objective assessment of the proportion of County residents using the facilities.
5. Upon review of submissions/applications, Council will approve funding for selected facilities by resolution.
6. Approved funding will be released upon execution of a suitable agreement with the recipient municipality that includes the following terms and conditions:
- County users are to be allowed access on the same terms and conditions (e.g. user fees and priority of access, e.g. for ice time) as town or village residents;
 - The municipality must maintain the facility to a reasonable standard; and,
 - Any other terms and conditions considered desirable by Council.