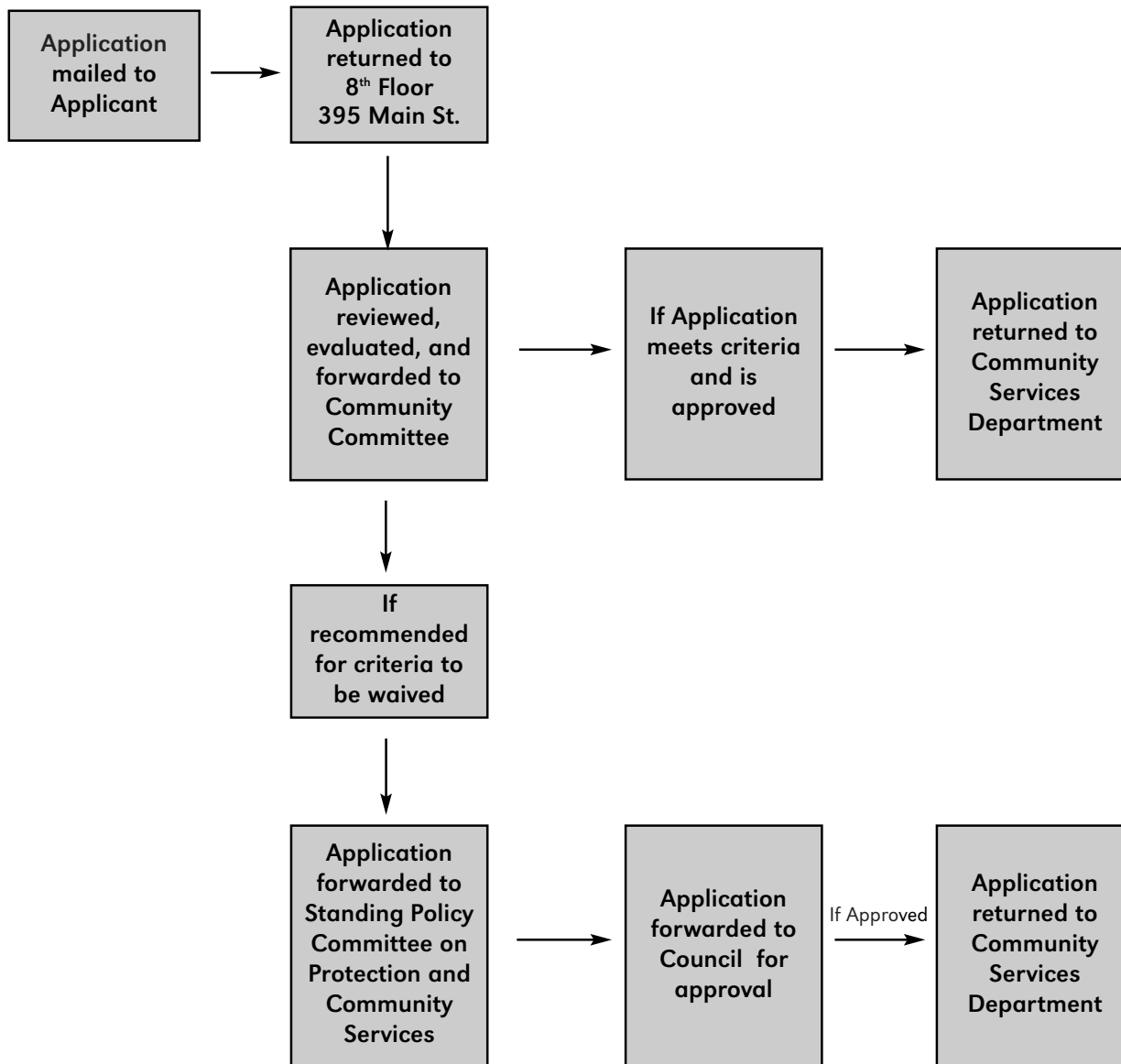


Community Incentive Grant Process



September 2008

The City of Winnipeg

Community Incentive Grant Program C.I.G.P.



THE CITY OF WINNIPEG
Community Services Department
8th Floor – 395 Main Street
Winnipeg, Manitoba R3B 3N8

What is the Community Incentive Grant Program? (C.I.G.P.)

The C.I.G.P. is designed to encourage non-profit community recreation and sport organizations to undertake capital projects which will result in long-term benefits to the community at large in terms of new facilities.

Who can apply?

Eligible applicants include non-profit community recreation and sport organizations and non-profit organizations providing recreational services to a given neighbourhood or community within the boundaries of the City of Winnipeg. Organizations created solely to apply for this program are not eligible.

Does everyone get approved?

Applications are evaluated using the Selection Criteria. As funding is limited, not all projects which meet criteria will be approved.

What are the financial limits of the Grant?

The Community Incentive Grant Program can contribute up to 50% of the project costs to a maximum of \$225,000 per project. This is on a one-time only basis. Applicants are required to show proof of their 50% matching funds before the Grant is paid out.

Is there a deadline for Applications?

Funds are provided in the City's Capital Budget. Applications are accepted on a year-round basis. Once reviewed and evaluated, applications are forwarded for recommendation and approval (see process on reverse). Projects must begin within 1 year of the approval date and be completed within 3 years of the approval date.

How is the Grant paid out?

Organizations are required to first pay for a project, or a portion of it, then apply for reimbursement for a portion of that payment. Interim financing may be required. Applications for payment take the form of Progress Payment Requests and must be accompanied by paid invoices and cancelled cheques. The City retains a 7.5% holdback until project completion, at which point the holdback can be released.

Selection Criteria

- Organization is a non-profit community organization offering sport or recreation services or is a non-profit community organization that contributes to the health and well-being of the community through the development of a sport or recreation capital project that is accessible to the community.
- The project must provide long-term benefit to the community at large in terms of new facilities.
- The project must not compete with or duplicate existing facilities.
- The project must remain accessible to all members of the community.
- The applicant must provide confirmation of sufficient resources to maintain and operate the completed project.
- The application must articulate plans, specifications and project requirements.
- The project must be feasible within the project management capabilities of the applicant.
- The applicant's 50% matching funds must not include other City funds.

**FOR APPLICATIONS
TELEPHONE
986-8364 or 986-7199**