

2022-23



Application deadline: March 1, 2023



Saskatchewan
Parks and Recreation
Association

Parks for All Action Grant

FUNDED BY

 **SASK LOTTERIES**



Parks for All Action Grant

1. Introduction

The Saskatchewan Parks and Recreation Association (SPRA) Parks for All Action Grant is supported by the Recreation Section of Sask Lotteries and is managed and administered by SPRA.

The amount of funding available for the Parks for All Action Grant, like all other SPRA Grants in any given year, depends upon the availability of Lottery Funds in the Recreation Section for that specific year.

2. Purpose

The Parks for All Action Grant is a commitment to the *National Parks for All Action Plan* and aims to support efforts that achieve the *Parks for All* vision. Efforts can be local, regional or provincial in scope. Applications should highlight how people will be engaged, and the long term benefits that are expected.

The *Parks for All* vision is:

Connected Canadian park lands and waters that support healthy Nature and healthy people in harmony for generations to come, backed by an active, diverse parks community that cultivates shared goals, mutual respect and collective action.

Parks for All includes four Strategic Directions:

- Collaborate.
- Connect.
- Conserve.
- Lead.

[Click here to review the *Parks for All – Action Plan for Canada’s Parks Community*](#)

Applications should clearly outline how the initiative will engage people and result in long term benefits. Initiatives may include events, programs, studies and projects that effectively fulfill the *Parks for All* Strategic Directions.

For inspiration, see **Appendix I - Parks for All Action Ideas**.

3. Eligibility

The SPRA Parks for All Action Grant is available to eligible **Active members** of SPRA.

Eligible Active members include Cities, Towns, Villages, Rural Municipalities, First Nation Communities, Provincial Recreation Associations, Sport, Culture and Recreation Districts, Tribal Councils, Métis Region and Regional/Urban Park Authorities. SPRA membership must be current.



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Please note:

- Members that have not fulfilled requirements of SPRA Member's Initiative Grants from the previous three years are not eligible to receive funding for this Grant. Further information on the status of previous grants can be gained by contacting SPRA at 1-800-563-2555.
- Grant payments will not be made if an applicant has any outstanding Grant Follow-up Reports with the Sask Lotteries Community Grant Program, SPRA or the Sask Lotteries Trust Fund.

4. Available Assistance

Applicants are encouraged to consult with SPRA prior to submitting an application.

Applicants can apply for grants to a maximum of \$5,000. Preference may be given to applications that show self-help, i.e., identify partnerships, generate other sources of revenue. A maximum of one application will be accepted from an Active SPRA member.

Initiatives will not be funded retroactively. Any initiative that has begun prior to the application deadline will not be considered. Applicants can only receive one SPRA Member's Initiative Grant per initiative per year.

New initiatives are encouraged as the Grant is not able to provide sustainable delivery funds. Previously funded opportunities will receive a lower priority due to the availability of funds in the Grant.

5. Ineligible Expenditures

The following items are considered ineligible expenses:

- Capital expenses, assistance for construction, renovation, or repair of capital facility projects such as arenas, pools, parks, athletic fields, buildings, including renovation/construction of park spaces.
- Food related expenses – banquets, dinners, fundraising and celebrations.
- Subsidization of wages for full-time employees (additional staff hired to implement the program is eligible).
- Property taxes, insurance.
- Alcoholic beverages.
- Cash prizes including gift cards.
- Out of province travel.
- Uniforms or personal items such as hats or sweatbands.

Note: Operating costs of facilities (including Parks) that are directly related to the recreation program opportunity are eligible to receive up to 25% of the total Grant for each program, up to a maximum of \$500 per program.



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6. Adjudication Process

SPRA will review applications to confirm that basic eligibility requirements have been met before determining if applications will be provided to the Member's Initiative Grant (MIG) Adjudication Committee. The Adjudication Committee evaluates applications against set objectives and criteria through a weighted scoring method. Funding decisions of the Adjudication Committee are final and are not subject to appeal.

Applications will be reviewed approximately three weeks after the deadline date and applicants should know the outcome approximately four weeks after the deadline date.

75% of the total amount granted will be provided following confirmation of approval. The remaining 25% will be sent upon receipt and acceptance of the Follow-up Report.

7. Application Requirements

The following information must be included in the application. Incomplete applications will not be considered. Approval of applications will be based on all the areas listed below:

a) Contact Information

The name of the Active member, contact person, telephone number, address, email address, program name, amount of funding requested, start and completion date(s).

b) Proposal

A detailed description of the program and how its need was determined.

c) Action in Support of *Parks for All*

Outline how the initiative will promote continued action in support of one or more of the listed *Parks for All* Strategic Directions.

d) Outcomes

Outline the initiative's outcomes and include indicators on how these outcomes will be evaluated or measured, for success.

e) Budget

Complete a proposed budget, using the following outline:

- List of revenues (including Parks for All Action Grant request, partnerships, other grants, fees, and all self-help funds).
- List of expenses (including promotion, materials, equipment, transportation, registration, mileage, professional fees, and all other eligible expenditures).
- The application must have a balanced budget (revenues and expenses are equal).

f) Action Plan

Include an initiative Action Plan with proposed timelines.



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Please submit your Grant application and supporting documentation through the SPRA Online Grant Platform prior to end of day on March 1, 2023.

[Click here to access the SPRA Online Grant Platform.](#)

Note: New users to the Online Grant Platform will need to create a username and password to access any of the SPRA Member's Initiative Grants. Existing or previous users can simply enter their username and password to access the site. If log-in information has been lost, or if further information or clarification is needed for this Grant, please contact SPRA.

8. Funding Obligations

All funds must be used within 10 months of the application deadline date.

It is important to recognize that, if your program is funded through the SPRA Parks for All Action Grant, activities offered must adhere to any of the Government of Saskatchewan Public Health Orders that are in effect at the time of delivery. Specific to COVID-19 safety, [preventive actions](#), such as masking and social distancing, can be encouraged. Your initiative is expected to provide a safe, welcoming, and respectful environment for all those involved.

Where possible, groups receiving grants must publicly acknowledge the Sask Lotteries and the Saskatchewan Parks and Recreation Association within their activities. Logos for each organization will be made available to successful applicants.

Funds granted through the SPRA Parks for All Action Grant may only be used for the purpose(s) stated in the application and funds are not transferable. SPRA must approve, in writing, any significant change in the use of funds. Unused funds or funds that are spent without prior approval must be returned to SPRA.

Failure to meet the above funding obligations to the satisfaction of SPRA will be grounds to withhold final payment and restrict access to future funding.

9. Follow-up Requirements

Successful applicants will submit a Follow-up Report within 30 days of completing the initiative. Follow-up Report forms will be assigned on the SPRA's Online Grant platform. The Follow-up Report must include evidence on how the funded initiative was implemented and how it fulfilled the vision of *Parks for All* in the community.

SPRA would like to showcase the impact of this funding. Please send us pictures, videos and written testimonials. We will only use your photos and videos when a release form has been signed by the participant or their legal representative. If your community does not have an established release form, SPRA's form can be used and submitted with your Follow-up Report.

SPRA's Photo Release Form can be accessed online by [clicking here](#).



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In addition to the completed Follow-Up Report form, SPRA requires the following financial accountability for the complete Grant amount: photocopies of actual receipts, cancelled cheques or a schedule from the audited financial statement of the organization that verifies the program expenditures.

SPRA reserves the right to request a refund of the Grant amount from members that do not submit the required Follow-up Report information.

10. Privacy

The protection of information is important to SPRA. We, as an organization, are committed to protecting the privacy of our members, volunteers, partners and employees. Our commitment is to maintain the confidentiality of your information and preserve your right to privacy.

SPRA will collect, use and disclose funding information in order to adjudicate this Grant. SPRA reserves the right to promote and advertise the Grant recipients and programs.

We welcome your feedback on this and on other SPRA programs and services.

Please review the following checklist to ensure that all required information has been included in your Parks for All Action Grant application.

- Your SPRA membership is Active*.
- All of your expenditures are eligible.
- Completion and submission of a balanced budget.
- Completion of **all** sections of the application.
- All required documents have been filed in order to close past grants.

*If you are interested in applying but do not represent an SPRA Active member, please contact us to find out who the Active members are in your community. SPRA Grants may only be applied for by Active members of SPRA. To find out more about SPRA and becoming an Active member, please visit our website at <http://www.spra.sk.ca/membership/benefits-of-membership/>.



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Appendix I

Parks for All Action Ideas

Parks for All recognizes that “Connecting with Nature is good for Canadians, for personal, community and societal enrichment.” Therefore, the Parks for All Action Grant may support initiatives such as:

- Programming to encourage use or care of green spaces (natural or created).
- Natural heritage appreciation.
- Parks and open space projects specifically for educational, connectivity, and/or cultural purposes.
- Relationship development that will connect people to nature - this includes recognition of cultural practices.
- Stewardship and conservation efforts.
- Education, learning, awareness, and appreciation activities that are directly connected to acting on the Parks for All Strategic Directions.

Within the Strategic Directions, potential initiative ideas include:

Collaborate

Nurture Partnerships between Indigenous communities and the parks community that: facilitate training and knowledge sharing, integrate lessons from the past, strengthen economies, support leadership, and/or create relationships in the spirit of reconciliation.

Collaborate to: use parks as natural classrooms, enhance partnerships with the health sector, increase the economic benefits of parks through tourism, encourage the arts in our parks, share best practices in the parks sector, and/or enhance park governance.

Develop and Implement Strategies, which will: create connection between wilderness and urban areas, allow communities to act as effective tourism gateways to parks, ensure that parks function as sustainable ecosystems, and encourage partner organizations to support *Parks for All*.

Connect

Raise public awareness of parks through: integration of nature into indoor and outdoor public spaces, the connection of community parks and wilderness parks through communication, engaging families and schools in the benefits of being outdoors in nature.

Facilitate experiences that connect people to nature through: programming, recreation experiences, child-directed play, wilderness skills training, cultural tourism, and the creation and expansion of parks.

Share stories that: showcase successes with park technologies, allow others to value their own park experiences, recognize parks as natural solutions to environmental, social and economic issues and encourage nature citizen based stewardship projects.



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Conserve

Expand Canada's parks by: contributing to protected lands, identifying and conserving valuable spaces, establishing new parks, converting underused urban spaces into parks, being part of the global conservation effort, and supporting efforts that help Canadians value nature.

Enhance parks planning by: making well informed decisions with western and traditional knowledge, applying internationally recognized tools to parks governance, supporting ecological monitoring and public reporting, sharing best practices, using conservation tools to protect biodiversity and species at risk, and linking park management strategies to public programming.

Enhance ecosystem benefits from parks by: sharing the importance of nature, showcasing the economic, social, cultural and environmental benefits of healthy ecosystems, collaborating with partners to include parks in climate change strategies, including climate change impacts in park policies and management plans, ensuring ecosystem restoration adapts to changing climates, and developing integrated urban park system plans across the sector.

Lead

Pave the way by: nurturing healthy communities through connection to land, water and storytelling; working to meet international conservation goals and sharing successes; showcasing sustainability targets and green initiatives in parks; leading open governance arrangements between public authorities and Indigenous governments; elevating the role of community and government in establishing parks; connecting to other parks in the system; and increasing research into park governance and sharing of positive examples.

Build capable current and future leaders by: developing grassroots nature-based programs and services that engage the generations; including youth and young professionals in parks dialogue and decision making; promoting social equity, diversity and inclusion in parks; and supporting opportunities for Indigenous peoples in parks on or near traditional lands.

Develop and maintain systems, tools and resources that support leaders by: encouraging mentorship between young professionals, current leaders and retired individuals; generating research that links conservation, connection with nature and better human outcomes; establishing platforms for sharing parks information and traditional knowledge; developing systematic processes for park governance and management, and creating regular opportunities to gather in parks.



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Unique Concepts in Support of Parks for All

In addition, a small listing of potential efforts that the Parks for All Action Grant may support include:

- Project Wild initiatives.
- Junior Naturalist/Junior Forester Programs involving youth/children.
- Community Engagement sessions for Park Planning, Conservation and Environmental efforts.
- Educational Sessions that engage the public such as: Planting on the Prairies with Native Species.
- Knowledge sharing efforts which engage the next generation and allow elders to pass on information about the medicinal value of native vegetation.
- Outdoor Learning Tools and Interpretive signage which will create a connection to nature through programming.
- Planning services for Parks and Open Space Initiatives including but not limited to public consultations, geotechnical reports, design development, etc.

Please note that there are many other efforts beyond this list that may be considered for the Parks for All Action Grant. The examples are provided to encourage understanding of the options applicants may pursue.
