

2010 Equine Canada / Horse Council BC Recreation & Industry Grant Criteria

About the fund

As of 2010, all Horse Council BC members are required to purchase a membership for Equine Canada. In 2010, the cost of that membership is \$5 per individual. It has been agreed that 30% of the total EC membership fees collected from HCBC members will remain in BC to be made available in the form of grants for non-sport projects or programs, i.e. projects or programs that benefit recreational riders and/or the horse industry as a whole. Total EC/HCBC RIG funds available by June 30, 2010 will be at least \$20,000.

Who can apply?

Grants will only be given to:

- Horse Council BC member clubs or affiliates that have been members in good standing of Horse Council BC for a minimum of 12 months and whose members are Horse Council BC members
- Committees of Horse Council BC whose projects meet the required criteria

Definition of Project and Program

For the purposes of these grants, a project results in a tangible result. For example, creating or upgrading a trail or community riding facility, making a sign, etc. A program produces an intangible result. For example, a clinic educating HCBC members or their horses, or a seminar educating other members of the equine community.

Projects

Eligible projects

Projects must be for the benefit of BC's recreational riders or BC's horse owners as a whole, and all capital projects must be situated on public or publicly contracted lands e.g. municipal, regional or crown lands.

Eligible projects include, but are not necessarily limited to:

- equestrian trail construction
- trail and trailhead upgrade, improvement and rehabilitation
- bridge and water crossing construction, upgrade or rehabilitation
- horse camp sites and facilities such as corrals, high lines, toilets, fire rings, stock watering facilities
- horse trailer parking facilities at a trailhead or community arena
- trail & facilities signage
- community arena and facilities construction, upgrade, improvement or rehabilitation

Eligible Project Costs:

- the material costs of constructing, rehabilitating, upgrading or renovating
- the costs of surveying, engineering, and architectural supervision services, if required
- the costs of purchasing and installing signage
- permit & license fees
- equipment rental
- labor costs
- environmental assessments

Ineligible Project Costs:

- costs incurred prior to application approval date
- costs incurred after the project completion date
- the cost of developing a proposal for funding application
- the cost of purchasing land or real estate and associated fees
- previously incurred debts, or financing charges and interest payments on loans
- on-going leasing of land, buildings and other facilities
- the cost of any goods and services which are received through donations or in kind
- provincial sales tax and GST / HST, for which the applicant is eligible for a rebate, and any other costs eligible for rebates
- legal fees
- travel costs
- any costs not directly related to the completion of a project

Qualification criteria for projects:

- an application form must be submitted along with budget and detailed plans, including GPS mapping where appropriate, on or before the application deadline (application form and budget spreadsheet template available on HCBC website or by calling the HCBC office)
- the applicant HCBC member club must already have raised a minimum of 25% of the project costs, either in dollars or in-kind (donated goods or services)
- there must be written permission from the land manager in which the project is located: e.g. municipality, Regional District, Recreation Sites & Trails BC of the Ministry of Tourism, Culture & the Arts, BC Parks, National Parks, etc.
- the applicant must make their financial information available in order to prove their financial responsibility
- the applicant must provide evidence of community support for the project
- the applicant must provide a report and final budget to HCBC within two months of the project's completion
- any and all signage and media releases and announcements regarding the project must acknowledge the financial support of Equine Canada and HCBC, wording or logos to be approved by HCBC

Programs

Eligible programs

Eligible programs include, but are not necessarily limited to:

- educational seminars related to environmental issues of horse ownership e.g. manure management, pasture management
- educational seminars related to horse welfare issues e.g. responsible breeding, basic equine nutrition, pest and parasite control, equine health and equine first aid
- equestrian safety clinics open to any and all HCBC members

Clinics must be open to any and all HCBC members. Educational seminars must be free of charge or at nominal cost to any and all members of the community.

Eligible Program Costs:

- venue rental for a clinic or seminar
- clinician or speaker fee for a clinic or seminar, including transportation and accommodation costs if necessary
- costs of necessary educational materials to be used or distributed at clinic or seminar

Ineligible Program Costs:

- costs incurred prior to application approval date
- costs incurred after the program completion date
- the cost of developing a proposal for funding application
- the cost of any goods and services which are received through donations or in kind
- provincial sales tax and GST / HST, for which the applicant is eligible for a rebate, and any other costs eligible for rebates
- legal fees
- costs of clinic or seminar hand out materials that are designed to promote the clinician or speaker, or to promote products available for purchase
- travel costs, except for those of a clinician or speaker
- any costs not directly related to the delivery of a program

Qualification criteria for Programs:

- a written proposal must be submitted along with the application, detailing plans and the budget for the program
- the applicant HCBC member club must already have raised a minimum of 25% of the program costs, either in dollars or in-kind (donated goods or services)
- eligible programs must provide a direct service to the equestrian community, specifically to recreational riders and/or to horse owners as a whole, and be responsive to the community's needs and issues
- programs must be open to any and all HCBC members and may be open to any and all members of the equine community
- programs must be of clear benefit to recreational riders and/or to horse owners and/or to the community's horse population as a whole

Qualification criteria for Programs cont'd:

- any and all signage and media releases and announcements regarding the project must acknowledge the financial support of Equine Canada and HCBC, wording or logos to be approved by HCBC

Other deciding criteria:

HCBC reserves the right to choose between eligible projects and programs using one or more of the following criteria:

- applicants (HCBC member clubs or affiliates) who have not received funding grants in prior years may be chosen over those who have previously received funding grants
- applicants in communities that have not received funding grants in prior years may be chosen over applicants in communities that have previously received funding grants
- applicants who have proven their ability to make excellent use of the fund resources may be chosen over those who have not done so

Selection may also be influenced by:

- the importance of the project or program to the community as well as to HCBC membership
- the potential number of HCBC members and community members served by the project or program
- the amount of community support for the project or program
- the environmental benefits of the project or program

Funding & reporting:

A complete report on the project or program must be submitted to HCBC with copies of receipts within 2 months of project or program completion. HCBC reserves the right to hold back 20% of the funding amount pending receipt of the report on the project or program's completion and submission of receipts.

Grant funds cannot be used for purposes not approved by HCBC, and must be dispersed within 12 months of receipt unless otherwise approved in writing by HCBC. Proposed changes to previously approved use of funding should be submitted to HCBC for approval.

Any unused funds must be returned to HCBC on completion of the project or program.

Grant applications should be addressed to:

Attn: EC/HCBC RIG Fund
Horse Council BC
27336 Fraser Hwy
Aldergrove, BC V4W 3N5

Fax to 604-856-4302 or send via email to recreation@hcbc.ca



Funding made available by Equine Canada
and administered by Horse Council BC

