Capital Funding
Understanding the Programs and Processes
Agenda

• Capital Improvement Program (CIP)

• Community Capital Project Grant (CCPG)
CIP
Capital Improvement Program
What is the Capital Improvement Program?

• The Capital Improvement Program (CIP) is a plan which identifies required capital projects.

• Provides City with a 4+ year planning schedule and identifies a financing strategy.

• The City of Lethbridge is currently working within the 2014-2023 CIP and in the process of planning for its next CIP (2018-2027).
What is the Capital Improvement Program?

- Support for large capital projects – at least $100,000 typically in the millions, typically buildings.

- Planning projects are also able to be funded.

- Sometimes partnered with other funding sources but is not required.

- A chance for community groups to plan long-term.
What is the Capital Improvement Program?

- Financial resources do not exist to support all projects.
- Opportunity to think and plan for the next 10 years and beyond.
- City staff available to help you complete the application.
- City Council makes the decision on what projects are included in CIP.
What CIP Projects Have Been Approved in the Past?

• The City of Lethbridge has been very fortunate in the last several CIP cycles to have received significant provincial and federal grant money.

• Some past CIP projects include:
  • Henderson Pool
  • Fritz Sick Parking Lot
  • Pathway Connections
  • Parking Meter Replacements
  • Leisure Centre Study
What CIP Projects Have Been Approved in the Past?

• Past CIPs have also allowed us to complete major projects such as Casa, upgrades to the Nature Centre and most recently, phase one of ATB Centre.
When is a Project a Project?

- **Concept**
  - Idea

- **Project Plan**
  - Completion of the City’s Application
  - Comprehensive needs analysis
  - Detailed project scope
  - Impact on operating budget
  - Capital and operating costs

- **Project**
  - Approved and funded project
Overview of CIP Application Form

Information from your Business Plan, Project Study, Needs Analysis, Strategic Plan or Master Plan will be needed for completion of the application.

Project Plan – what is it? why is it important? how will you pay for it? how will it reduce need for municipal funding? What is the financial plan for idea/concept? What are the ongoing maintenance and/or operational needs once project becomes a reality?

Proof of Organizational support, Board resolution.
Overview of CIP Application Form

Alignment with other plans such as the South Saskatchewan Regional Plan, City Council Strategies, and the Municipal Development Plan, each address areas such as:

- A healthy and diverse city
- An environmentally responsible city
- Economic diversification
- Efficient use of land
- Working collaboratively with Aboriginal Peoples
What Can I expect in this Upcoming CIP?

• The reality is, far more requests for CIP funding than there are dollars available.

• Given these limited resources, community organizations are encouraged to consider their capital needs beyond the next four year CIP and begin planning for the next 10 years and beyond.

• CIP decisions are made by City Council.
How are CIP Projects Chosen?

- Council approved prioritization criteria for community projects:
  - Maintaining Current Capital Assets
  - Community Support
  - Impact on Operating Budget
  - External Capital Contributions
  - Economic Prosperity
  - Well Designed City
  - Community Vibrancy
  - Social Impact
  - Health & Safety Improvements
  - Environmental Impact

- Aligns with City’s major planning strategies and used to review community project plans (applications).
What are the Timelines for the CIP Process?

- Currently accepting applications
- October 14, 2016 – Application window closes
- Fall 2016 – Application review
- February-March (approx.) – Project information to City Council
- May-June, 2016 – City Council deliberations and decision making
- June, 2017 - City Council approves the CIP.
What Will Give My Idea the Best Chance for Success?

• Explore other possible funding with your City representative such as the City’s Community Capital Projects Grant (CCPG) to see what is the most appropriate fit.

• Think to the future. CIP funding can also support planning initiatives.

• Have documented support for idea and developed project plan, including Board approval.
What Will Give My Idea the Best Chance for Success?

• Be certain your CIP application form is fully complete.

• Work with your City representative to ensure all the information required is collected and presented in an accurate manner.
How Do I submit a Project to be Considered for the CIP?

• There is CIP information available online at www.lethbridge.ca/CIP.

• Make contact with your regular City of Lethbridge contact or if you don’t have one, please contact budget@lethbridge.ca for assistance.

• City staff will provide you with the CIP application and help you complete the form.
CCPG
Community Capital Project Grant
CCPG – Community Capital Project Grant

• Annual program

• Support for not-for-profit organizations to do planning, construct/renovate/retrofit facilities, and purchase major equipment

• Maximizes use of funds from other sources for investment in community facilities – matching grant

• Generally projects under $1 million
CCPG

- Organizations can apply every second year
- Maximum $200,000 or $15,000 for planning
- Matching = 1/3 from CCPG, 2/3 from other sources or 1/2 for planning
- Application deadline is April of each year
CCPG – Examples

Approved in 2016:

• Nikka Yuko Japanese Garden - planning
• Lethbridge Speed Skating Club - equipment storage
• Agnes Davidson and Lakeview School - playgrounds
Summary:

• City Staff will:

  • Work with community groups to ensure the appropriate funding is applied for, and there are 2 options – CIP or CCPG

  • Help identify idea/concept and help ensure the right information is included in the application

  • Work with community groups through the planning process
Questions?

Thank you