



**erin  
woods**  
COMMUNITY ASSOCIATION  
83 ERIN PARK DRIVE S.E.  
CALGARY, ALBERTA T2B 3A2

## **Erin Woods Community Association Board Meeting Minutes Monday, March 15<sup>th</sup>, 2021 *Note – meeting held via Zoom***

Call Meeting to Order at 7:05 p.m.

Approval of Agenda: Lois W. motioned to accept the agenda; Ali M 2<sup>nd</sup>.

Adoption of November 9, 2020, January 11, 2021 and February 8, 2021 general meetings Minutes

Lois W motioned to accept the November 9, 2021 minutes and Anne M 2<sup>nd</sup> them

Denise motioned to accept the January 11, 2021 minutes and Lori P. 2<sup>nd</sup> them

Anne motioned to accept the February 8, 2021 minutes and Greg 2<sup>nd</sup> them

Announcements: Tammy's update

- Tammy has resigned her position due to personal reasons

Reports to Board and related business:

1. *Safety* – Lois W and Const Miguel Lay: updates / crime stats

- Const Miguel was absent
- Lois did not have any report on safety
- Lois applied for the Community Standards Grant. Not sure when notification will come
- Stats: Assault (non domestic) 1, commercial robbery 0, street robbery 0, violence other (non domestic) 1, break and enter-dwelling 2, break and enter – commercial 1, break and enter -other premises 0, theft of vehicle 0, theft from vehicle 0, social disorder 30, and physical disorder 3

2. *NPC* – Rob Dickinson: see reports

- Our rating is now at "elevated risk" as per the City of Calgary assessment of Erin Woods year end of January 31, 2020. Our efforts are paying off.
- Q4 COVID funding with the City is still under review
- No new information in the reports
- There are a couple of grant opportunities to look at
- Take advantage of the Federation of Calgary Community sessions for board members

3. *Treasurer* – Denise B: financials update; updated budget – vote? Add AGM expenses?

- The revised budget was sent out

- We are applying for all grants and monies entitled to
- Lori L. asked for a revision to the AGM expense. It will be increase from \$200.00 to \$350.00. There will be no budget amount for Senior Teas. The revision will be emailed out.
- Erin Woods needs to take a look at daytime revenue sources when we reopen.
- Kassi asked about possibly Girl Guides renting? Denise has been in touch with them in the past
- Kassi also asked about a possible lunch program?

4. 1<sup>st</sup> VP (Facilities) - Lori P: a) rink

- The rink was a big hit with all people in the community who used it.
- It was a lot of work but also a lot of fun. There were a lot of volunteers in the beginning then it tapered off. Lori P. will get the list of volunteers and hours to the hall administrator for the records.
- Lori P. made a Zamboni which utilized a garden hose instead of the big fire hose. This cut down on water usage.
- A few expenses were incurred. They will be handed in for reimbursement.
- Next year will approach adopt a rink and get a grass berm built
- If no one steps up for rink coordinator for next year Lori P. will be prepared to be involved.

b) WCB

- Erin Woods has never been covered by WCB. The main concern is for Ashlynn as the custodian. Every staff has to be covered; we cannot pick and choose. Carolyn gave breakdown of wages and cost. The cost for the year would be about \$365.00 and would be prorated for this year.
- Carolyn had emailed the insurance about being a conflict with the insurance we have. Waiting to hear back.
- It will need to be added to the budget if there is no conflict. Denise motioned to apply for WCB if in no contradiction to insurance with Toole Peet for \$365.00 for 2021. Lori P. seconded it.

5. Anne M: a) ECTAS report

- Anne explained ECTAS to the new people at the meeting
- They are renting to minor hockey as per AHS guidelines. There are 4 groups of 10.
- Greg inquired about an advertisement he saw about renting the venue for meals. Anne will look into this and bring the information back to the April meeting.

b) succession planning

- Every board member is responsible for succession planning. Anne has just been overseeing it.

- Some of the job descriptions have been updated and will be sent to each individual holding a position to look over and make changes as needed. They will need to be done before the AGM in May.
- There are no descriptions for Safety Director, Outdoor rink coordinator, Planning Director, Community clean up coordinator and Communication Director. These will be sent to the individuals holding those positions to create.

b) building AGM slate / nominating committee

- Erin Woods requires 5 Directors. Please let Carolyn know if you are letting your name stand for a position you currently hold.
- Carolyn will be the nominating committee of one. She will compile the names for the AGM. Carolyn will also be the Chief Electoral Officer and run the AGM.
- There was discussion surrounding Executive holding Director and other positions. This is quite the norm if positions don't get filled.
- As per Rob D. the main position would be Executive and any other position would be acting positions. Rob D. said the function of the AGM is not to fill all positions. They can be left vacant and then at the next board meeting address the workload of any vacant position.
- For the AGM, Erin Woods will implement that every person who wishes to take on a board position will have to give a description of who they are, what their interest are and what they have to offer.

6. *President's report* – Lori L: Garden planning committee

- The infrastructure will need to be developed whether it happens this year or not. A Planning committee is needed first
- At present there is Shellbie, John, Lori P, Lori L. Rob D. will plan a meeting with this group. There has to be enough people on the committee for parks to approve for sustainability over time.
- The area has been determined and the environmental study has been done.
- John is eager to for community engagement and to support some food banks
- Shellbie has worked at a few is excited to get the students involved from the school.

Note: Lois W. would like to have a discussion about memberships added to the agenda at the next meeting.

Adjournment : Meeting was adjourned at 9:15 pm.

Next General Meeting: Monday, April 12<sup>th</sup>, 2021 @ 7:00 p.m.





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## **Erin Woods Community Association**

### **Board Meeting Agenda – Monday, Mar. 15<sup>th</sup>, 2021 @ 7:00 pm**

**Note – meeting held via Zoom**

Call Meeting to Order

Approval of Agenda

Adoption of November 9, 2020, January 11, 2021 and February 8, 2021 general meetings Minutes

Announcements: Tammy's update

Reports to Board and related business:

1. Safety – Lois W and Cnst Miguel Lay: updates / crime stats
  
2. NPC – Rob Dickinson: see reports
  
3. Treasurer – Denise B: financials update; updated budget – vote? Add AGM expenses?
  
4. 1<sup>st</sup> VP (*Facilities*) - Lori P: a) rink  
b) WCB
  
5. Anne M: a) ECTAS report  
b) succession planning / building AGM slate / nominating committee
  
6. *President's report* – Lori L: Garden planning committee

Adjournment

Next General Meeting: Monday, April 12<sup>th</sup>, 2021 @ 7:00 p.m.

ERIN WOODS COMMUNITY ASSOCIATION  
Board Meeting ~~Agenda~~ <sup>Minutes</sup> – February 2021  
Monday, February 8<sup>th</sup>, 2021 @ 7:00 pm

Call Meeting to Order @ 7:05pm

Approval of January 2021 Minutes

- The Board will approve Nov 2020, Jan & Feb 2021 minutes in March.

Approval of Agenda

- Anne motions to approve the agenda, Corey seconds the approval; none opposed to the agenda.
- Agenda is approved.

Announcements:

- None.

1. *CPS Community Resource Office* – Constable Miguel Lay

a. Community Update

- i. Community stats are back up – disorder stats that were missing have now been included. This was due to a glitch with an upgrade and these stats were not included but have now been amended.
- ii. In the middle of the Cold Start program. While most vehicles were remote start, many of the vehicles were still not locked while running. 97% had remote starts and/or were locking their vehicles.
- iii. The homeless still have no plan for cold weather. This has not been properly addressed on a municipal, provincial, or federal level.
- iv. There has been an increase in flop houses in Dover. SCAN has been set up on 3-4 houses with COVID tickets being written for 30+ people in attendance over the weekend. If we have houses that are of issue in the community these can be passed along to Miguel to be addressed with SCAN.
  1. These cases are now going directly to court to address the super-spreader areas within our communities.
- v. Miguel has reviewed the poster for the Virtual Crime session and ready to have dates identified.

2. *Treasurer* – Denise

a. Update re: preliminary budget review

- i. Changes from previous version include the addition of the Seniors Team in the event we can secure these moving forward. This version of the budget shows the loss of bar sales from darts and other programs. We also had to cycle out beer stock due to expiration.

- ii. Hall rentals in a non-COVID fiscal years have ranged from \$20k (2018) to \$31k (2020)
- iii. The budget is very conservative and does not take into account any government subsidies or the loosening of regulations. We may also see an increase in the event we are able to see ticketed events or events with higher bar sales in the coming months / throughout this fiscal year.
- iv. There are inquiries for out-of-school care and preschool care, so there is an expectation these rentals will increase once restrictions have been lifted. We can also look at targeting renters for day-time rentals (between 9-5).
- v. There will be additional costs to the EWCA for the cost of water, shovels, etc. – the Adopt-a-Rink program would more than likely only be providing the boards. The costs to be added to our budget are \$1000 + rink operating expenses.
  1. Rob has advised that no non-fixed costs should be pre-approved, and these should be used sparingly over the course of the year to prevent the spending of money when we're currently looking at a deficit.
  2. Rob had concerns regarding our legal costs – some retainers are paid in the previous year and the cost for this is around \$6000.
- vi. As a result of Rob's concerns, we will look at moving non-fixed costs to a planned for / grant dependant column.
- vii. Tammy will look into the use of the TD Parks People grant -- for both 2020 & 2021 and the possible use with EWCA expenses.
- viii. In the event of drastic changes, we can look at the budget numbers each month – this will be a good exercise with a new treasurer on board in May after Denise's resignation
- ix. Budget will be sent for email voting after the above noted changes have been made.

### 3. Safety – Lois

#### a. Safety Update + Crime Stats

- i. Assault (Non-domestic) – 0
- ii. Commercial Robbery - 0
- iii. Street Robbery – 0
- iv. Violence 'Other' (Non-domestic) -0
- v. Break & Enter – Dwelling – 2
- vi. Break & Enter – Commercial - 1
- vii. Break & Enter - Other Premises -0
- viii. Theft OF Vehicle - 5
- ix. Theft FROM Vehicle - 6
- x. Social Disorder – 25
- xi. Physical Disorder - 2

- b. More in-depth stats can be viewed here: <https://mycalgary.com/crime-statistics/erin-woods-crime-activity-update/>

### 4. 1<sup>st</sup> VP (Hall/Facilities) – Lori P

#### a. Rink Update



- i. Has contacted Ogden to look at general costs for the rink but has not yet heard back.
  - ii. Current donations could not be used in future years (i.e., poly & boards), however a nozzle for the hose has been purchased (~\$19.00) – it is anticipated that these will be obtained through the Adopt-a-Rink program in future years and will not need to be included in the expense budget.
    1. *We further decided to add in a grant-dependant operating expense into the budget of \$1000, in addition to expenses for the water usage.*
  - iii. Due to weather the volunteers have not been out, however there is an anticipation there will only be 1-2 more floods.
  - iv. Signage now reads to contact Hall to give donations or to obtain memberships. The Hall information will be on the sign.
  - v. Wood and poly were donated by Ken McCleary, other donations have been made within the community. There have been 8 volunteers for the rink process.
  - vi. Look at possibly giving the volunteers memberships? Look at a thank you lunch instead, or inclusion in recognition? Lori P will bring forward ideas and we will decide on a more formal volunteer recognition approach at our March meeting.
5. *2<sup>nd</sup> VP (Sports) – Corey*
- a. Turns mic over to Ali.
6. *East Calgary Twin Arena Society (ECTAS) – Anne*
- a. ECTAS meeting is next Tuesday
  - b. Minor sports can reinstate practices, and the Twin Arenas still have their ice in and call pull all staff back quickly. There are no current details on reinstating at ECTAS specifically but will have more news for the arena after the upcoming meeting.
7. *Hall Manager – Carolyn*
- a. The Hall got a call for a rental! Carolyn is looking forward to the calls that will roll in once the hall is reopened.
8. *Secretary – Tammy*
- a. Communications
    - i. Social Media
    - ii. Social Media Policy
  - b. Next Steps – Digitization
  - c. Reallocated the chair for the garden committee
9. *Special Events – Ali*
- a. Just waiting to see what the rules are going to be. The minute we can launch entertainment Ali will bring forward her awesome ideas. Fingers crossed for St. Pat's, ideas for April Fools, etc.





- b. Have more consistency with the events so people can expect when the Hall bar will be open for events. When VLTs can come back, entertainment can as well! But this will be another month or more in the absence of a vaccine.

10. *Bingo* – Shannon

- a. No Bingo, no update.

11. *NPC* – Rob Dickinson:

a. NPC Board Report

- i. Not much new to be reporting, but wanted to confirm the upcoming quarter end for the current grant. Carolyn has advised that this will be sent on Friday. Rob wanting to apply for additional funding if possible.
- ii. Will circulate a Calgary Parking Authority grant – will be sent tomorrow.

12. *Additional Comments from Lois regarding team dynamics and a culture of bullying and harassment on the board.*

- a. The board will look at bringing in an independent third party through recommendation from the FCC, or possibly having Carolyn in for a mediation.

13. *President's report* – Lori L

- a. Traffic calming project is finished according to the city! There are still a few signs to be added for curb extensions, however she's working with the best of the best engineer on the project. Roads and/or Signs will be placing these when weather has improved.
- b. While the traffic calming has been addressed, there's more work to do. Have reached out to Deb Mah @ Livable Streets to complete a valuation with the community to assess on how these measures are working. Aim to have this during the summertime. Vehicles are still being hit, and assessing next steps will be important.

Adjournment @ 9:03pm

Next Meeting: Monday, March 8, 2021

*Rescheduled for Monday, March 15, 2021*

## Erin Woods Community Association

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**From:** Lois Williams <loisslea@shaw.ca>  
**Sent:** March 19, 2021 11:55 AM  
**To:** 'Carolyn & Ashlynn @ Erin Woods CA Office'  
**Cc:** Lori L  
**Subject:** Crime Stats

Hi Ladies!

Sorry I didn't have these ready for the meeting and took a few days to send along. I also included the more extensive stats link. I don't see the minutes yet so hopefully I'm not to late ☺

Thank you!!  
Lois

<https://mycalgary.com/crime-statistics/erin-woods-crime-activity-update/>

Assault (Non-domestic) - 1  
Commercial Robbery – 0  
Street Robbery – 0  
Violence'Other'(Non-domestic) 1  
Break & Enter – Dwelling - 2  
Break & Enter – Commercial - 1  
Break & Enter-Other Premises -0  
Theft OF Vehicle – 0  
Theft FROM Vehicle - 6  
Social Disorder - 30  
Physical Disorder – 3

Erin Woods Community Association  
Income Statement 01/02/2021 to 28/02/2021

**REVENUE**

**Revenues**

Registration Credit - Ref	0.00	
Total Soccer Revenue		0.00
Church - All Nations		401.20
Membership Income		19.05
Yoga Revenue		0.00
<b>Total Revenue</b>		<u>420.25</u>

**TOTAL REVENUE** 420.25

**EXPENSE**

**Expenses**

Neighbour Day Expense		0.00
Maintenance Expense		428.00
Enmax		492.56
Direct Energy		252.53
Security Expense		200.00
Website Expense		0.00
Wages	2,663.42	
Employer's EI Expense	55.26	
Employer's CPP Expense	190.14	
<b>Total Wages and Employer's Ex...</b>		<u>2,908.82</u>
Yoga expense		0.00
<b>Total Expenses</b>		<u>4,281.91</u>

**TOTAL EXPENSE** 4,281.91

**NET INCOME** -3,861.66

Erin Woods Community Association  
Balance Sheet As at 28/02/2021

**ASSET**

**Current Assets**

Float - Bar	300.00	
Float - Petty Cash	200.00	
Float - Stampede Stomp	0.00	
Float - Children's Events	350.00	
Float - concession	0.00	
General Bank Account	0.00	
Old General Account	-13.08	
TD General Account	17,475.20	
Soccer Bank Account	0.00	
Casino Bank Account	0.00	
Old Casino Account	13.08	
TD Casino Account	32,603.92	
Pull Ticket Bank Account	0.00	
TD Bingo Account	39,044.48	
<b>Total Cash</b>		89,973.60
Accounts Receivable	1,907.87	
Accounts Receivable - Restricted	477.12	
Account receivable accrual acco...	0.00	
<b>Total Receivable</b>		2,384.99
Prepaid Expenses		4,188.33
<b>Total Current Assets</b>		<u>96,546.92</u>

**Inventory**

Inventory		3,045.40
<b>Total Inventory</b>		<u>3,045.40</u>

**Capital Assets**

Leasehold Improvements	132,091.26	
Acc. Amort. - Leasehold Improve...	-46,936.79	
Office Furniture & Equipment	33,807.46	
Accum. Amort. -Furn. & Equip.	-28,736.52	
Computer Equipment	6,781.55	
Acc. Amort. - Computer Equipment	-5,597.33	
Outbuilding	46,619.87	
Acc. Amort. - Outbuilding	-25,872.68	
Pavement	10,700.00	
Acc. Amort. - Pavement	-9,379.51	
Sports Equipment	3,242.53	
Acc. Amort. - Sports Equip.	-3,098.58	
Basement Renovation	32,989.02	
Acc. Amort. - Basement Renovat...	-18,944.91	
Mechanical Room Renovation	45,480.68	
Acc. Amort Mech. Room Renova...	-16,816.49	
Building	372,688.06	
Acc. Amort. - Building	-68,588.08	
Signs	8,441.00	
Acc. Amort. Signs	-5,064.60	
<b>Total Capital Assets</b>		<u>463,805.94</u>

**TOTAL ASSET**

563,398.26

**LIABILITY**

**Current Liabilities**

Accounts Payable		510.74
Accrued Liabilities		2,802.42
Vouchers Payable		4,275.00
Vacation payable		162.23
EI Payable	187.95	
CPP Payable	350.26	
Federal Income Tax Payable	170.00	
<b>Total Receiver General</b>		<u>708.21</u>

Erin Woods Community Association  
Balance Sheet As at 28/02/2021

Damage Deposit Payable		900.00
GST Charged on Sales	652.06	
GST Paid on Purchases	-2,561.00	
GST Owing (Refund)		-1,908.94
Deferred Membership Revenue		345.27
Deferred soccer fees		0.00
<b>Total Current liabilities</b>		<u>7,794.93</u>
<b>Deferred Contributions</b>		
Deferred Cash Contributions		30,229.81
Deferred Cash Contributions - Bi...		35,957.13
Deferred Capital Contributions		141,424.70
<b>Total Deferred Contributions</b>		<u>207,611.64</u>
<b>TOTAL LIABILITY</b>		<u>215,406.57</u>
<b>EQUITY</b>		
<b>Net Assets</b>		
Net Assets Previous Year		351,853.35
Current Earnings		-3,861.66
Prior period adjustments		0.00
<b>Total Retained Earnings</b>		<u>347,991.69</u>
<b>TOTAL EQUITY</b>		<u>347,991.69</u>
<b>LIABILITIES AND EQUITY</b>		<u><u>563,398.26</u></u>



## The Scoop on dog poop

Cleaning up your dog's waste is part of being a responsible pet owner and helps keep our yards, parks, pathways and off-leash areas safe and healthy.

With 150 public off-leash areas and over 120,000 dogs in our city, it's clear Calgarians love their canine companions. What isn't to love is the stinky and unhealthy situation that's left behind when owners don't pick up after their pets.

### Here are six facts you may not know about doggy doo-doo:

- 1) It can cause serious illness in humans.
- 2) It can transmit parasites, including tapeworm and roundworm larvae, that can lead to brain, eye and other human organ damage.
- 3) Its high-nutrient content creates "hot spots" causing nearby grass and plants to burn and discolour.
- 4) It can contaminate lakes, rivers and other water sources when carried away by rain or melting snow.
- 5) It attracts mice, coyotes and other wildlife to urban areas.
- 6) It does not absorb into the soil, so the risk of spreading its harmful effects can linger for years.

### Help make our city #1 by picking up #2.

Here's what you can do to help keep our parks, pathways and off-leash areas clean and safe.

- Always carry pet waste bags with you when you are out for a walk.
- Properly dispose of the waste in a nearby receptacle or your green cart (if using a compostable bag).
- Organize a clean up through your community association or local dog group/organization. Contact Calgary Parks and TLC (The Litter Cleanup) kits can be made available to help make your clean up a success!

**By being a responsible pet owner, you ensure that all Calgarians can enjoy parks and greenspaces.**





**Erin Woods Community Association  
Neighbourhood Partnership Coordinator Board Report**

March 2021

<b>Priority Items</b>											
COVID-19 Relief Funds	<ul style="list-style-type: none"> <li>Q4 funding application submitted and under review</li> </ul>										
Annual Requirements letter	A reminder letter of dates for compliance items is sent to all groups annually. <ul style="list-style-type: none"> <li>EWCA is fully compliant</li> </ul>										
Covid - 19	Information on the relaunch: <a href="https://www.alberta.ca/alberta-relaunch-strategy.aspx">https://www.alberta.ca/alberta-relaunch-strategy.aspx</a>										
<b>Organizational Development</b>											
<b>Financial Management</b>											
<b>Grants</b>											
Inspiring Neighbourhoods Grant	<p>Calgary Neighbourhoods is pleased to announce the launch of the Inspiring Neighbourhoods Grant (ING). Developed out of the This Is My Neighbourhood (TIMN) program, the Inspiring Neighbourhoods Grant is a matching grant, intended to support communities in creating a city of safe and inspiring neighbourhoods.</p> <p><u>Purpose</u> The Inspiring Neighbourhoods Grant supports community-led projects and initiatives.</p> <p><u>Objectives</u> The Inspiring Neighbourhoods Grant aims to:</p> <ul style="list-style-type: none"> <li>Support communities in becoming more socially cohesive with safe, inclusive spaces and programs that respond to residents' needs</li> <li>Help residents feel an increased sense of belonging and contribute meaningfully to their neighbourhood</li> <li>Develop community groups that are resilient and working towards achieving greater sustainability</li> </ul> <p><u>Funding Streams</u> The grant supports projects under the following five streams. Amounts granted must be matched by the community association applicant:</p> <table border="0"> <tr> <td>Beautification and Place</td> <td>Maximum funding \$12,000</td> </tr> <tr> <td>Communication and Engagement</td> <td>Maximum funding \$10,000</td> </tr> <tr> <td>Community Education and Safety</td> <td>Maximum funding \$5,000</td> </tr> <tr> <td>Social and Recreation Programs</td> <td>Maximum funding \$2,500</td> </tr> <tr> <td>Technology</td> <td>Maximum funding \$5,000</td> </tr> </table> <p><u>Role of the Neighbourhood Partnership Coordinator (NPC)</u></p>	Beautification and Place	Maximum funding \$12,000	Communication and Engagement	Maximum funding \$10,000	Community Education and Safety	Maximum funding \$5,000	Social and Recreation Programs	Maximum funding \$2,500	Technology	Maximum funding \$5,000
Beautification and Place	Maximum funding \$12,000										
Communication and Engagement	Maximum funding \$10,000										
Community Education and Safety	Maximum funding \$5,000										
Social and Recreation Programs	Maximum funding \$2,500										
Technology	Maximum funding \$5,000										



	<p>Your NPC will be able to provide information on the grant and support your project. Connect with your NPC to discuss project eligibility before submitting an application.</p> <p>Grant Website: <a href="http://inspiringneighbourhoodsgrant.ca">Inspiring Neighbourhoods Grant (calgary.ca)</a></p>
<p>Energizing Spaces Fund – Federation of Calgary Communities</p>	<p>Deadline – March 31, 2021</p> <p><u>Appliances</u> Apply to replace your old worn out electrical appliances. Pictures are worth a thousand words... so show us how old and gross they are! Our judges also like to know why these are important to your space. Applicants can apply for any number of appliances up to a maximum of \$10,000. <a href="#">Apply Now</a></p> <p><u>Rink and Safety Lighting</u> Apply for up to \$10,000 to replace your outdoor lighting. Rink lights, outdoor lights on the building's exterior and parking lot lights will be considered. <a href="#">Apply Now</a></p>
<p><b><u>CPA Sponsorship Program</u></b> <b>Opens Feb.1, 2021</b> until funds are allocated</p>	<p><b>Name:</b> CPA Sponsorship Program</p> <p><b>Amount:</b> Total amount of funding available to 2021 is \$35,000. These funds won't be allocated to one single project, but between successful applicants.</p> <p><b>Application Process:</b> (all found on the grant website)</p> <ol style="list-style-type: none"> <li>1. Complete your application</li> <li>2. Read, sign and submit the terms and conditions</li> <li>3. Complete and submit the waiver</li> </ol> <p><b>Contact Info:</b> <a href="mailto:sponsorship@calgaryparking.com">sponsorship@calgaryparking.com</a></p> <p><b>Grant Website:</b> <a href="http://calgaryparking.com">Sponsorship Program - CPA (calgaryparking.com)</a></p> <p><b>Eligible Projects &amp; Tips:</b></p> <ul style="list-style-type: none"> <li>- Highlight what's special: new applicants &amp; unique projects will be given higher priority in our evaluations</li> <li>- Ensure your project is within Calgary city limits.</li> <li>- Have all approvals &amp; permits in place if your project/event is on private property</li> </ul> <p><b>Ineligible Projects:</b></p> <ul style="list-style-type: none"> <li>- Funds for transit passes</li> <li>- Parking lot sweeping, painting &amp; maintenance projects (we do that already!)</li> <li>- Projects similar to existing ones</li> <li>- Signage funding is evaluated on its relevancy to the over project, not on its own.</li> </ul> <p><b>Evaluation Criteria:</b> The Sponsorship Program committee meets regularly to review submissions. As a group, they rate submissions on the following 8</p>





	<p>criteria. Each category is scored &amp; if the submission receives 24+ points (out of 40) it's approved for partial or full funding (depending on its score)</p> <ul style="list-style-type: none"> <li>- Social media presence of applicant?</li> <li>- Need for the project in YYC?</li> <li>- Overall visibility?</li> <li>- Uniqueness of the project?</li> <li>- Parking, transportation or mobility related?</li> <li>- Long-term impact of project?</li> <li>- Positive public image?</li> </ul> <p>"X-factor" of the project?</p>
AGLC – Use of Proceeds	AGLC related information can be found here: <a href="https://aglc.ca/covid-19">https://aglc.ca/covid-19</a>
<b>License of Occupation</b>	
<b>Connecting City Resources</b>	
Guidebook for great communities	The Guidebook is a policy document and the updated Guidebook is online at <a href="http://www.Calgary.ca/guidebook">www.Calgary.ca/guidebook</a> . An update on the Guidebook will be presented before committee on January 13 with another appearance before committee scheduled for February 3, followed by City Council on March 22. The public is able to speak on this item at committee or City Council. Guidebook 101 sessions are being planned to take place between January 25 and March 19 and will be posted online once confirmed.
Borrow a Chromebook from Calgary Public Library	Need a computer at home? Now you can borrow one from the Library! Take home a Chromebook for up to eight weeks. All you need is your free Library card and an internet connection. Learn more at <a href="http://www.calgarylibrary.ca/borrow-a-computer">www.calgarylibrary.ca/borrow-a-computer</a>
2021 Community Clean Up Program	<u>Scheduled for September 25, 2021 9am to 2pm</u>
<b>Public Relations</b>	
<b>Programming</b>	
City of Calgary Free Programs	Learn more at <a href="http://www.calgary.ca/free">www.calgary.ca/free</a>
TLC kits for community cleanup activities	NPC has a number of TLC kits and can drop off at hall to be used for cleanup efforts in the community.
<b>Facility Maintenance &amp; Capital Construction</b>	
Capital Conservation Grant (CCG) Guidelines	Updated 2021 CCG Guidelines have been shared with EWCA via email from NPC.
Letters of Municipal Opinion	Please note that it is a requirement to receive 'Support in Principle' for capital projects (if applicable, over 50K or DP required as per Lease/LOC agreement) PRIOR to the City of Calgary providing letters of Municipal Opinion (CFEP or otherwise). Please make sure to discuss any projects within your Lease/LOC as far in advance as possible with your NPC.



## Other

### Federation of Calgary Communities

To register and view all online/virtual workshops and sessions visit [calgarycommunities.com/our-events/](http://calgarycommunities.com/our-events/)

Partners in Planning – Saturday, March 13  
I'm the New Treasurer, Now What? – Tuesday, March 16  
Microsoft Cloud Storage – Friday, March 19  
Table Talk: Volunteer Recognition – Tuesday, March 23  
Administrator's Meeting: Wednesday, March 24  
Demystifying Financial Statements – Thursday, March 25  
Lunch n' Learn: What is Zoning? – Thursday, April 1  
Community Voice – Thursday April 8  
Table Talk – Building effective external collaboration – Tuesday, April 13  
Grant Accounting: Accounting for restricted cash – Wednesday April 14  
GST for Non-Profits – Tuesday April 20

### Government of Alberta - Community Development Unit

Free training opportunities, such as strategic planning, board governance, building leadership capabilities, fund development and grant writing, evaluation, public and stakeholder engagement, developing partnerships, and collaborative relationships that are tailored to your community groups, non-profit organizations, and volunteer teams.

For more information, please go to [Information](#) and to register for any workshops go to [Register](#).

Email contact is: [communitydevelopment@gov.ab.ca](mailto:communitydevelopment@gov.ab.ca) or call 310-0000 then dial 780-963-2281.

## NPC Contact Information

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Calgary Neighbourhoods

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