

# Gaming Grant 101

PAC EXECUTIVE TRAINING

CONTACT: [DPAC.SD34@GMAIL.COM](mailto:DPAC.SD34@GMAIL.COM)

# Gaming Grant Purpose

## PAC:

- PAC grant funding is intended to benefit students by enhancing extracurricular opportunities of students who attend the school represented by the PAC.

## DPAC

- DPAC grant funding is intended to foster greater parental involvement in schools and effective communication between schools, parents, students and the community.

# PAC – DPAC Eligibility

- ▶ PACs or equivalent groups at public schools, group 1 or 2 independent schools, and First Nation band schools
- ▶ Separate from the management and operation of the school & composed of parents or guardians of students attending the school
- ▶ Not-for-profit – do not need to be registered
- ▶ Open membership for parents/guardians of students attending the school
- ▶ Provide extracurricular programming that is accessible and inclusive for all students
- ▶ Democratically chosen volunteer executive
- ▶ In operation for at least 12 months

# Funding Allocation

## PAC:

- Receive \$20 per student, per year based on the previous September enrollment
- Schools with fewer than 100 students will be provided a base rate of \$2,000.

## DPAC

- Receive \$2,500 each

# How to apply



## **Check your reporting history**

Ensure that your PAC is up to-date filing the Gaming Account Summary Reports



## **Have your BCeID ready**

Have your login details for the BCeID ready. If not, apply online for your free BCeID.



## **Prepare your documents**

New PACs have to provide their constitution & bylaws and AGM minutes. These should be provided if changes occur.



## **Apply online**

To complete your application, click the Apply Now button and follow the steps. Have your L&G number ready to retrieve your account information.



## **Save and complete your application**

Save your progress, and once complete, submit your application. You can also print a copy for your records.

# Before you apply

## **NEW PACs /first time applicants:**

PAC/DPAC information, including constitution and bylaws, AGM minutes

## **Annually (have on-hand):**

- L&G number from past decision letter to prepopulate the form
- A complete list of annexes/ school(s) that the PAC/DPAC represents
- Names, positions and contact information of 2-4 members of the PAC/DPAC responsible for the application
- Ensure recent Gaming Account Summary Report(s) have been submitted
- A dedicated bank account to receive the grant “Gaming Account” and the Direct Deposit Application form (FIN 312) is needed for new applicants and those who have not received funding in the past 12 months (April 2024 – March 2025)

# Tips and Advice for Applying

- ▶ Subscribe to Community Gaming Grants' "News & Updates" webpage to receive reminders and updates.
- ▶ Read the most recent PAC/DPAC Guidelines
- ▶ Review the Preapplication checklist
- ▶ Phone a help line, if needed. Someone available every business day
- ▶ Review the Application Tutorial
- ▶ Ensure your Gaming Account Summary Reports are submitted
- ▶ Apply on time. It is highly unlikely that late applications will be funded.

# Eligible Expenses - PACs

- ▶ Field trips within B.C.
- ▶ Presentations or performances (e.g. music, theatre, science).
- ▶ PAC school spirit and family engagement events (e.g. school carnivals, movie nights, school dances, other social activities).
- ▶ Entertainment or leisure activities for non-instructional times (e.g. graphic novels/comics, magazines, extracurricular fiction and non-fiction books, board games, colouring books).
- ▶ Student publications (e.g. newsletters, yearbooks).
- ▶ Student competitions (e.g. writing, debating, chess, music).
- ▶ Student computers for extracurricular activities/clubs (e.g. software, hardware, accessories for photography club, robotics club, yearbook club).
- ▶ Student clubs or societies (e.g. drama club, chess club).

# Eligible Expenses - PACs

- ▶ Student ceremonies (e.g. graduation, dry grad).
- ▶ Team or club uniforms (e.g. jerseys, t-shirts) and/or equipment for extracurricular activities.
- ▶ Equipment for extracurricular sports.
- ▶ Items that directly benefit students (e.g. playground equipment or enhancements).
- ▶ Student recognition (e.g. certificates, trophies, grad memorabilia).
- ▶ Student conferences within B.C.
- ▶ BCCPAC membership fees.
- ▶ Fees or travel/accommodation costs incurred to travel to the BCCPAC annual conference
- ▶ Emergency, safety or earthquake related supplies or equipment that is not ordinarily the responsibility of the school/school district.
- ▶ With prior approval, student transportation and travel outside of B.C

# Eligible Expenses - DPAC

- ▶ Informational and promotional materials for parents (e.g. newsletters, websites, social media, etc.)
- ▶ Administrative costs (e.g. meeting room rental, printing costs, presenter/guest speaker fees, etc.).
- ▶ Parent training and workshops (e.g. Foodsafe, student health or wellness classes, Robert's Rules for Boards, etc.)
- ▶ British Columbia Confederation of Parent Advisory Councils membership fees for the DPAC only.
- ▶ Travel for regular DPAC meetings.
- ▶ Fees or travel/accommodation costs incurred to travel to the BCCPAC annual conference

# Ineligible Expenses – PAC/DPAC

- ▶ Curricular activities or items (e.g. instructional materials, textbooks).
- ▶ Items used primarily in the classroom to assist in the delivery or completion of curriculum (e.g. tablets, smart boards).
- ▶ Grant funds may not be used for any fundraising components at PAC events (e.g. the sale of goods/services to generate revenue).
- ▶ Out-of-province travel, unless approved by the Branch.
- ▶ Replacing/repairing school facilities that are the responsibility of the school/school district (e.g. structural repairs, water refill stations, school infrastructure).

# Ineligible Expenses – PAC/DPAC

- ▶ Items that are the responsibility of the school/school district (e.g. audio-visual equipment, digital news boards, PPE).
- ▶ (PACs-only): Goods and services that benefit the parents (e.g. parent education, parent workshops).
- ▶ Administrative and/or operational costs incurred to support the PAC (e.g. office supplies and equipment, accounting or insurance fees).
- ▶ Costs related to paid staff, teachers on call, education assistants (e.g. luncheons, wages, travel, training/professional development).
- ▶ Monetary prizes or gift cards
- ▶ Financial assistance, monetary support, donations, or items/services purchased on behalf of other organizations or individuals
- ▶ Past debt (i.e. previous fiscal year expenses), loans, or interest payments.
- ▶ Scholarship and bursaries

# Spending Timeline



**PACs:** Grant funds must be spent within 24 months of receipt.

**DPACs:** Grant funds must be spent within 12 months of receipt.



Grant funds can back-pay expenses incurred in the same fiscal year the grant is received.



This is done by transferring funds from the Gaming Account to the General Account for previously incurred eligible expenses. You cannot pay past debt or future costs not yet incurred.

# Spending Rules



Grant funds are deposited into an organization's "Gaming Account"



All eligible expenses should be paid directly from the Gaming Account. Grant funds may be transferred – by cheque or electronically – from the Gaming Account to the General Account for the reimbursement of eligible program expenses.



Method of payment - Cheque or board-approved electronic transfer.



Documentation - Invoices and receipts must be retained for five years.

# Financial Reporting

- ▶ All Gaming Grant spending must be reported in the “Gaming Account Summary Report (GASR)”
- ▶ All organizations that receive Community Gaming Grants or have previously received a grant and still have money in their Gaming Account, must submit a GASR.
- ▶ Must be submitted within 90 days of the organization’s fiscal year end (do not submit prior to FYE)
- ▶ The GASR details: “Gaming Account” balance at beginning of fiscal year; grants received; funds disbursed; and balance at end of fiscal year.
- ▶ GASR also requires a description of how the funding benefited the community – ie. students.

# Sample Gaming Account Summary Report



## Gaming Policy and Enforcement Branch

Mail: PO Box 9310, Stn Prov Govt, Victoria, BC V8W 9N1  
 Courier: 3rd Floor, 910 Government St., Victoria, BC V8W 1Y3  
 Phone: (250) 387-5311 | Web: <https://www2.gov.bc.ca>

## Community Gaming Grants Branch

Mail: PO Box 9892 Stn Prov Govt Victoria, B.C. V8W 9T6  
 Courier: 6th Floor, 800 Johnson Street Victoria, B.C. V8W 1N3  
 Phone: 1-800-463-7867 or 250-356-1081 | Email: [CommunityGamingGrants@gov.bc.ca](mailto:CommunityGamingGrants@gov.bc.ca)  
 Web: <https://www2.gov.bc.ca/gov/content/communities/grants>

## BEFORE YOU START

Use this form to report all deposits to, and all disbursements from, your organization's Gaming Account(s) during your fiscal year.

- Organizations must submit this form within 90 days following their fiscal year-end.
- Use the latest version of this form, available at: <https://www2.gov.bc.ca/gov/content/communities/grants>
- If you are a licensing client only, submit the completed form by mail to the Gaming Policy and Enforcement Branch (see address above) or by email to: [gaming.branch@gov.bc.ca](mailto:gaming.branch@gov.bc.ca).
- If you are a gaming grant client only, or both a gaming and licensing client, submit the completed form by mail to the Community Gaming Grants Branch (see address above) or by email to: [CommunityGamingGrants@gov.bc.ca](mailto:CommunityGamingGrants@gov.bc.ca)

## SECTION 1 – ORGANIZATION INFORMATION

PLEASE PRINT CLEARLY

Organization name: (as it appears on the constitution and/or certificate of incorporation if applicable)

Organization mailing address: Unit, Street, and/or PO Box City Postal Code

## SECTION 2 – OPENING BALANCE OF GAMING ACCOUNT

\$ 1

Opening balance is the amount carried forward from the previous year's report (Closing Balance). If you have not previously had any gaming funds, the amount will be zero. If your organization has more than one Gaming Account, report the total opening balances of all Gaming Accounts.

## SECTION 3 – GAMING REVENUE

| Gaming grant revenue: (indicate the amount received under each of the following grant categories)                                                                                                                                                                                                                                                                                                                                                                                                            |                               |                                                     |         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|-----------------------------------------------------|---------|
| Community Gaming Grant revenue:                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | \$                            | 2                                                   |         |
| PAC / DPAC Grant revenue: (Parent Advisory Councils and District Parent Advisory Councils)                                                                                                                                                                                                                                                                                                                                                                                                                   | \$                            | 3                                                   |         |
| Capital Project Grant revenue:                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | \$                            | 4                                                   |         |
| Other Gaming Revenue: (provide short description, such as pre-approved transfers or repayments)                                                                                                                                                                                                                                                                                                                                                                                                              | \$                            | 5                                                   |         |
| Gross revenue from all gaming event licences: (attach an additional sheet if necessary – gross revenue must be reported for all Class A, Class B, Class C and Class D gaming event licences – funds received within the fiscal year must be reported, regardless of gaming event start and end dates – report the total gross revenue during the reporting period for each gaming event – "reporting period" refers to the period of licensed gaming activity falling within the organization's fiscal year) |                               |                                                     |         |
| Licence number:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Licence type: (Class A,B,C,D) | Reporting period: From (DD-MM-YYYY) To (DD-MM-YYYY) | Amount: |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                               |                                                     | \$ 6    |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                               |                                                     | \$ 7    |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                               |                                                     | \$ 8    |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                               |                                                     | \$ 9    |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                               |                                                     | \$ 10   |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                               |                                                     | \$ 11   |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                               |                                                     | \$ 12   |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                               |                                                     | \$ 13   |

## Gaming Account Summary Report

L&G File#: (for your organization)

Report completed on: (DD-MM-YYYY)

Report for your fiscal year ending on: (DD-MM-YYYY)

|                                                                                                                                      |              |
|--------------------------------------------------------------------------------------------------------------------------------------|--------------|
| Other gaming revenue: (attach an additional sheet if necessary)                                                                      |              |
| GST rebate, interest, or revenues from the sale of assets purchased with gaming funds:                                               | \$ 14        |
| Gaming fund donations from other organizations: (name of organization and amount received – attach an additional sheet if necessary) | \$ 15        |
|                                                                                                                                      | \$ 16        |
|                                                                                                                                      | \$ 17        |
| Total gaming revenue: (add lines 2 to 17)                                                                                            | \$\$\$ \$ 18 |

## SECTION 4 – PRIZE COSTS AND EXPENSES FOR LICENSED GAMING EVENTS

|                                                                                                                                                                                                                                                                                                                                                              |              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| Prize costs for licensed gaming events: (indicate the prize costs in each of the following categories – prizes are all cash and merchandise paid to players during licensed gaming events – if prizes were donated the prize cost is zero)                                                                                                                   |              |
| Bingo prize costs: (total cost of all bingo gaming event licence prizes)                                                                                                                                                                                                                                                                                     | \$ 19        |
| Ticket raffle prize costs: (total cost of all ticket raffle gaming event licence prizes)                                                                                                                                                                                                                                                                     | \$ 20        |
| Other prize costs: (specify licence type Class A,B,C,D)                                                                                                                                                                                                                                                                                                      | \$ 21        |
| Total prize costs: (add lines 19 to 21)                                                                                                                                                                                                                                                                                                                      | \$\$\$ \$ 22 |
| Expenses for licensed gaming events: (indicate the expenses in each of the following categories – these costs include advertising and marketing, salaries and wages, facility rental, bingo paper, contract fees for gaming service providers, printing, postage and mailing, supplies and other miscellaneous costs associated with licensed gaming events) |              |
| Bingo expenses: (total expenses for all bingo gaming event licences)                                                                                                                                                                                                                                                                                         | \$ 23        |
| Ticket raffle expenses: (total expenses for all ticket raffle gaming event licences)                                                                                                                                                                                                                                                                         | \$ 24        |
| Other gaming event expenses: (specify licence type)                                                                                                                                                                                                                                                                                                          | \$ 25        |
| Total gaming event expenses: (add lines 23 to 25)                                                                                                                                                                                                                                                                                                            | \$\$\$ \$ 26 |

## SECTION 5 – NET GAMING PROCEEDS AND DISBURSEMENTS FROM GAMING ACCOUNT

|                                                                                                                                                                         |              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| Net gaming proceeds: (subtract lines 22 and 26 from line 18)                                                                                                            | \$\$\$ \$ 27 |
| Total gaming revenue available for disbursement: (add lines 1 and 27)                                                                                                   | \$\$\$ \$ 28 |
| Total Capital Project Grant disbursements (if applicable): (Please itemize how Capital Project Grant funds were disbursed on the Capital Project Grant Supplement only) | \$\$\$ \$ 29 |

Gaming fund disbursements: (attach an additional sheet if necessary – itemize how gaming funds were disbursed – identify cheques, electronic fund transfer, debit card, bank charges or other reference number and include the level of detail outlined below). Do not include itemized Capital Project Grant disbursements below.

| Date: (DD-MM-YYYY)                                    | Cheque, EFT, or Reference # | Disbursed to: | Purpose: | Amount:      |
|-------------------------------------------------------|-----------------------------|---------------|----------|--------------|
|                                                       |                             |               |          | \$ 30        |
|                                                       |                             |               |          | \$ 31        |
|                                                       |                             |               |          | \$ 32        |
|                                                       |                             |               |          | \$ 33        |
|                                                       |                             |               |          | \$ 34        |
|                                                       |                             |               |          | \$ 35        |
|                                                       |                             |               |          | \$ 36        |
|                                                       |                             |               |          | \$ 37        |
|                                                       |                             |               |          | \$ 38        |
|                                                       |                             |               |          | \$ 39        |
|                                                       |                             |               |          | \$ 40        |
|                                                       |                             |               |          | \$ 41        |
|                                                       |                             |               |          | \$ 42        |
|                                                       |                             |               |          | \$ 43        |
|                                                       |                             |               |          | \$ 44        |
|                                                       |                             |               |          | \$ 45        |
|                                                       |                             |               |          | \$ 46        |
| Total gaming fund disbursements: (add lines 29 to 45) |                             |               |          | \$\$\$ \$ 46 |

# Sample Gaming Account Summary Report

## SECTION 6 – CLOSING BALANCE (subtract line 46 from line 20) 5 47

The closing balance must agree with your organization's financial records (general ledger balance or whatever other accounting record supports your organization's financial statements) and is to be carried forward as the opening balance to the next Gaming Account Summary Report.

## SECTION 7 – GAMING ACCOUNT INFORMATION AT FISCAL YEAREND

|                                                                                      |                 |             |
|--------------------------------------------------------------------------------------|-----------------|-------------|
| Financial institution name: (the name of your bank, credit union, etc.)              |                 |             |
| Financial institution address: Unit, Street, and/or PO Box                           | City            | Postal Code |
| Account information and balances: (attach an additional sheet if necessary)          |                 |             |
| Account type:                                                                        | Account number: | Balance:    |
| Gaming Account at fiscal year-end:                                                   |                 | \$ 48       |
| Term deposit(s): (gaming funds only)                                                 |                 | \$ 49       |
| GC(s): (gaming funds only)                                                           |                 | \$ 50       |
| Other: (short description)                                                           |                 | \$ 51       |
| Total of account balances: (add lines 48 to 51 – this total must agree with line 47) |                 | >>> \$ 52   |

## SECTION 8A – SERVICE CLUBS

Service Clubs (e.g. Lions Club, Kiwanis Club, Rotary Club) may retain up to 15 per cent of the net proceeds from their licensed gaming activities and 15 per cent of their community gaming grant; refer to the appropriate guidelines for additional information. Identify which of the above disbursements are included in the permitted percentage and the applicable gaming event licence and/or community gaming grant application number(s).

|                                                     |   |                                            |
|-----------------------------------------------------|---|--------------------------------------------|
| Total percentage retained: (gaming event licence)   | % | Gaming event licence number:               |
| Total percentage retained: (community gaming grant) | % | Community gaming grant application number: |

## SECTION 8B – ORGANIZATION OPERATING COSTS

For grants received after April 1, 2022, Community Gaming Grant recipients can use up to 15 percent of the total grant funds toward organizational operational costs. These costs do not need to be related to the direct delivery of the program. Refer to the appropriate guidelines for additional information. Identify the applicable community gaming grant application number(s). Please note this does not apply to PAC or DPAC grants.

|                                                     |   |                                            |
|-----------------------------------------------------|---|--------------------------------------------|
| Total percentage retained: (community gaming grant) | % | Community gaming grant application number: |
|-----------------------------------------------------|---|--------------------------------------------|

## SECTION 9 – COMMUNITY BENEFIT

Briefly describe how the broader community benefited from your organization's gaming grant funded programs for the fiscal year covered by this report. For each funded program, please provide statistics (if applicable), including, for example, the number of people served, attendees or participants, public access such as number of events, classes, sessions or operating times. Please note that this information may be made publicly available by the Community Gaming Grants Branch. (Limit your description to 300 words. A max of three photos may also be included in this report.)

## SECTION 10 – CERTIFICATION

We, the undersigned board members, certify on behalf of the organization that all of the information stated is correct and that the board of directors has approved the submission of this report.

|                                                                                                                                             |             |                                   |                                   |
|---------------------------------------------------------------------------------------------------------------------------------------------|-------------|-----------------------------------|-----------------------------------|
| Two board members of the organization (officers) who are responsible for the report: (one must be the treasurer – both must sign this form) |             |                                   |                                   |
| 1 Position: (with the organization)                                                                                                         | First name: | Last name:                        |                                   |
| Address: Unit and Street                                                                                                                    | City        | Province                          | Postal Code                       |
| Business phone number: (XXX) XXX-XXXX                                                                                                       | Ext:        | Home phone number: (XXX) XXX-XXXX | Cell phone number: (XXX) XXX-XXXX |
| E-mail address: (provide a valid e-mail address)                                                                                            | Signature:  | Date signed: (DD-MM-YYYY)         |                                   |
|                                                                                                                                             | X           |                                   |                                   |
| 2 Position: (with the organization)                                                                                                         | First name: | Last name:                        |                                   |
| Address: Unit and Street                                                                                                                    | City        | Province                          | Postal Code                       |
| Business phone number: (XXX) XXX-XXXX                                                                                                       | Ext:        | Home phone number: (XXX) XXX-XXXX | Cell phone number: (XXX) XXX-XXXX |
| E-mail address: (provide a valid e-mail address)                                                                                            | Signature:  | Date signed: (DD-MM-YYYY)         |                                   |
|                                                                                                                                             | X           |                                   |                                   |
| Report prepared by: (if the report was prepared by one of the people above, include only their name below)                                  |             |                                   |                                   |
| 3 Position: (with the organization)                                                                                                         | First name: | Last name:                        |                                   |
| Address: Unit and Street                                                                                                                    | City        | Province                          | Postal Code                       |
| Business phone number: (XXX) XXX-XXXX                                                                                                       | Ext:        | Home phone number: (XXX) XXX-XXXX | Cell phone number: (XXX) XXX-XXXX |
| E-mail address: (provide a valid e-mail address)                                                                                            | Signature:  | Date signed: (DD-MM-YYYY)         |                                   |
|                                                                                                                                             | X           |                                   |                                   |

The information requested on this form is collected under the authority of the Gaming Policy and Enforcement Branch and the Community Gaming Grants Branch pursuant to the *Gaming Control Act*. The information provided will be used to assess compliance with the conditions of a gaming event licence and community gaming grant. Questions regarding licensing may be directed to the Gaming Policy and Enforcement Branch. Questions relating to grants may be directed to the Community Gaming Grants Branch.

# Capital Project Grant

- ▶ Capital projects with a total cost between \$20,000 - \$1,250,000
- ▶ Between 20% and 50% of the total cost of a project may be funded Grants up to \$250,000 (max)
- ▶ Matching funds are required
- ▶ \$5M Annual Funding
- ▶ Competitive Process
- ▶ Application intake period June – August
- ▶ Notifications: December 31
- ▶ One application per year, only one grant per project
- ▶ You can still apply for your Community Gaming Grant

# Project Eligibility

- ▶ **Facilities**— construction of new facilities; renovation or maintenance of existing facilities Purchase new/used buildings, community or childcare facility, recovery house, interior or exterior renovation (kitchen/bathroom/flooring/roof); HVAC system, elevators, tennis bubbles, lighting, curling club refrigeration.
- ▶ **Community Infrastructure**— development of public amenities that improve B.C. residents' quality of life Playgrounds, outdoor structures, community space, skate park, hiking/walking trails, public wharf, ecosystem restoration.
- ▶ **Acquisitions**— purchase of fixed capital assets for long-term ownership and use by the applicant organization Vehicles, buses/vans, computer systems, office or technical equipment, audio/visual equipment, sports equipment, boats.

# Competitive Scoring Process

- ▶ Community benefit (20%)
- ▶ Inclusiveness and accessibility (5%)
- ▶ Project Feasibility (25%)
- ▶ Financial Considerations (45%)
- ▶ Financial Considerations (45%)

# Gaming Licences

- ▶ All gambling events in BC require a licence – A, B, C or D
- ▶ Licences must be applied for and approved before the start of the event. All applications must be filed online. Class A and C require a minimum 10 week processing time. Class B and D require a minimum 10 day processing time
- ▶ Type of licence applied for depends on the event and the maximum amount of money to be raised
- ▶ Each event requires a separate licence
- ▶ Each licence requires a Gaming Event Revenue Report to be filed at the completion of the event. Report is due 90 days after expiry of licence
- ▶ All gaming proceeds must be deposited into the gaming account
- ▶ Running a gambling event without the required licence will run you the risk of losing your gaming funds

# Key Resources and Contacts

## **Community Gaming Grants Branch (CGG)**

- Website: <https://gov.bc.ca/gaminggrants> • General Questions: [communitygaminggrants@gov.bc.ca](mailto:communitygaminggrants@gov.bc.ca)
- Phone: 250-356-1081

## **Confederation of Parent Advisory Councils (BCCPAC)**

- Website: <https://bccpac.bc.ca/>
- Email: [info@bccpac.bc.ca](mailto:info@bccpac.bc.ca)

## **British Columbia Association of Charitable Gaming (BCACG)**

- Website: <https://bcacg.com>
- Email: [gamingquestions@bcacg.com](mailto:gamingquestions@bcacg.com)
- Chilliwack – Fraser Valley CCGA <https://fraservalleyccga.ca/>

# Frequently Asked Questions

**Q: Can a PAC give grant funds to the school or school district?**

A: No. Per section 10 of the Conditions for a PAC/DPAC Grant, PACs are not permitted to make advances or donations of gaming funds to a school or school district.

However, the PAC may reimburse the school, school district, school group, or an individual for eligible disbursements as long as supporting documentation is retained in the PAC's gaming records.

It is preferred that the PAC pays suppliers of goods and services directly whenever possible.

# Frequently Asked Questions

**Q: How do PACs make capital purchases? Does the PAC or the school own the asset?**

A: PACs should not be making purchases for the school/school district and should retain management and control over any assets purchased using PAC grant funds.

Instances where the ownership of eligible assets are transferred over to the school or school district for storage, maintenance, operation, or liability insurance purposes is acceptable, but should be agreed to in writing. PACs should seek any necessary permissions or permits required from their school, school district and/or city prior to making purchases for any projects that require installation or which take place on school grounds. Installation fees should be paid for by the school/school district and/or city.

# Frequently Asked Questions

**Q: Why can't our PAC use funds for scholarships and bursaries?**

A: Using funds for scholarships and bursaries does not align with the intentions of the CGG PAC grant funding. The funding should benefit as many children as possible and provide opportunities for extra-curricular activities for students currently attending the school.

# Frequently Asked Questions

## **Q: Can we purchase playground equipment?**

A: PACs can use their funding to purchase playground equipment. If there are modifications to the school grounds (e.g. levelling of ground, digging) required to install the equipment, this would fall under the school's responsibility.

PACs may retain their PAC grant funding for up to 24 months, so there are PAC groups that save this funding to make a larger purchase, such as a playground.

PACs may also apply to the Capital Project Grant program for funds for a playground; however, playgrounds located on public school grounds that are eligible for the Ministry of Education's Playground Equipment Program (PEP) are not eligible for a Capital Project grant. School Districts are responsible for applying for the PEP; confirm with the SD if your project is eligible for the PEP.

# Frequently Asked Questions

**Q: What happens if my PAC applies for a grant after the intake closes on June 30?**

A: It is highly unlikely for a late application to receive funding. CGG receives over 5,000 applications to the program each year and will prioritize funding those applications submitted on-time. The ability to provide funding to late applications is subject to the overall availability of funding. As the CGG program is often oversubscribed with funding requests that extend beyond the \$140 Million budget, it is highly unlikely that there would be enough money left to fund late applications.

# Questions?



CONTACT:  
COMMUNITYGAMINGGRANTS@  
GOV.BC.CA



THANK YOU FOR SERVING YOUR  
PAC!