

Building a Playground - Start to Finish

Pat Zelenak

1. Getting started - Generally it takes two years from planning to completion
 1. Form a playground committee
 1. Chairperson
 2. Treasurer - separate from the council treasurer
 3. Fundraiser
 4. Grant writer
 1. Need someone on your committee
 2. A good idea to hire a professional grant writer
 5. Volunteer co-ordinator
 6. Social co-ordinator
 2. Understand your space
 1. Location - work with the city
 2. Playground footprint - how big? utilized by?
 3. Construction restrictions - utilities
 4. Site preparation
 5. Drainage - build up not dig down
 3. Gather information
 1. Catalogs from at least 3 suppliers
 2. Put together a wish list of playground equipment
 3. Send your list out to multiple suppliers
 1. Have them come to you for meetings and presentations
 2. Check all references and visit playgrounds they have done
 4. Finish the concept
 1. Stay away from AWE value - leave room for kids' imagination
 2. Must meet CSA - Canadian Standard Associations certification
 3. Must adhere to city and municipal restrictions
 4. Maximize play value
 1. Robust play experiences
 1. climbing, sliding, gliding, hanging, traversing, gymnastic activities
 1. nature play - accessible for all
 2. Playground sensations - big thrills
 1. swinging, spinning, rocking, balancing
 1. all different types, many all accessible
 3. Social interactions
 1. climbing pieces are great for teen hangouts
 4. Chase and tag routes
 5. Imaginative play opportunities
 1. independent pieces, panels underneath
 6. Access and inclusion for children of all abilities
 7. Play opportunities for a wide range of ages
 8. Base - rubber, sand, wood fiber (survived Ft. McMurray fires)
 5. Who can help
 1. Local manufacturers/suppliers
 2. Landscape architects (LA) - \$6-10,000
2. Budgeting
 1. Most costs are unknown until a basic design is completed
 1. What are the equipment costs
 2. How much site preparation is required
 3. Who will be installing the equipment
 1. Provider
 2. Volunteers - grants will allow \$15/h matching for volunteer labour

2. What other elements would you include?
 1. Waste removal
 2. Shade
 3. Benches - regular or 'buddy'
3. Unforeseen costs
 1. A contingency because stuff happens
3. Fundraising
 1. Provincial grants - usually matching
 2. Casinos and bingos
 1. Volunteer to split a casino with a school that has a society but no support
 3. Community level fundraising activities
 4. Parks and municipal funding
 5. School board assistance with site preparation
 6. Service club funding and assistance
 7. Local business donations
 8. Foundations
4. Navigating the logistics
 1. Selecting a supplier - are they as excited as you are?
 1. After choosing, don't let off
 2. Check all qualities
 3. Warranty information
 2. Ordering/shipping equipment
 1. Will the supplier take care of the logistics?
 2. Co-ordinating all the shippers
 3. Installation
 1. A volunteer install will need a CSA installation supervisor
 2. Turnkey is more expensive
 4. Maintenance
 1. Who is responsible
 2. Who do we contact if something goes wrong
5. Grand Opening
 1. Budget
 2. Planning
 3. Contingency

Raising Funds and Raising Structures : Building and Funding a Playground

Kim Street - Pat Zelenak standing in

1. Overview
 1. Fundraising realities
 1. Limited direct fundraising - what options are available
 2. Everyone fighting for a dollar
 3. Groups get burnt out doing bake sales and raffles
 4. Need access to government and private funding sources
 5. Who is doing the fundraising?
 1. What plans and strategies are in place?
 6. Timelines to fund and construct playgrounds can take 1-4 years
2. Strategy
 1. Create a fundraising team/committee
 1. 6-8 people with tasks split out, recruit sub-committees
 2. Develop goals, timelines and budgets
 3. Be clear and concise - with EVERYONE
 4. Be conscious of moving parts
 5. Understand and be prepared for required commitments (\$ and time)

3. Team
 1. Develop a strong, diverse team
 2. Establish parent/caregiver support and engagement
 3. Establish/maintain support from admin and city
 4. Promote communication
 5. Plan to work very hard
4. Planning
 1. Need a society or a society that will partner with us
 2. ALL funding programs will require proof of a non-profit registration, some will require the existence of a society for more than a year.
 3. Understand and define needs
 4. Develop supporting information
 1. Detailed business plan
 2. Financial summaries
 3. Financial plan - cost estimates and quotes
 4. Needs assessment
 5. Letters of support - School board, MP, MLA, et cetera
 6. Create generic packages to use as a base for all applications
 7. It may take many applications and months/years to fund project - keep all data up to date.
5. Sourcing Grants
 1. Review criteria, areas of support, understand the funding opportunity
 2. Understand timelines for submission, award and execution of grants
 3. Grants available through municipal, provincial and federal governments
 4. Grants available through various corporations and corporate foundations
 5. Grants available through non-profit/charitable organizations
 6. Leverage grants with one another
 7. Be aware of matching grants
 8. Key to applying for grants
 1. Know your audience
 2. Investigate
 3. Review application guidelines and criteria
 4. Complete ALL requirements
 9. After grant is submitted
 1. Follow up on unsuccessful attempts - find out why
 2. Follow up on successful attempts - reporting and documentation is typically required to complete the funding process or receive the funds
 3. Set the stage for future applications
6. Grant Applications
 1. Project viability
 1. Show that the group is invested in the project - use of all funds
 2. Be stringent with 'future' funds
 3. Ensure plans, quotes, estimates are accurate and complete - once you ask for money, you cannot go back for more
 4. Ensure you have complete buy in from all parties involved
7. Contact
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