
Subject: Provincial Organization Eligibility Criteria – Funding Model III
Effective: August 3, 2004
Revisions: November 17, 2009

1.0 Purpose

The Sport and Recreation Branch supports not for profit provincial organizations (POs) that support it in the attainment of its goals.

The criteria were developed to assure that assistance is only provided to organizations that are properly administered and accountable.

Sport and Recreation Branch support may be available in the form of funding, programs and/or consulting services. The level of support available will be dependent upon the competition for available resources and the relative contribution towards Branch goals. It is acknowledged, however, that some provincial organizations may face greater challenges than others in providing programs and services.

2.0 Application

Must be a not for profit provincial organization that provides programs and services to meet special needs that contribute towards the goals of the Branch.

The Branch reserves the right to limit or decline support to provincial organizations that receive significant funding from other public or private sources.

3.0 Definitions

Sport: is a physical activity involving large muscle groups requiring mental preparation and strategic methods whose outcome is determined by skill, not chance. It occurs in an amateur, organized, structured and competitive environment in which a winner is declared. Its primary activity involves interaction of the participant and the environment (air, water, ground, floor or apparatus). Therefore, competitions in which the performance of motorized vehicles determine the outcome, are ineligible.

Recreation: is an activity that a person or group chooses to do to make their leisure time more interesting, enjoyable and personally satisfying. The Branch’s primary focus is on physical recreation.

Physical Activity: is all leisure and non-leisure body movement produced by the skeletal muscles and resulting in an increase in energy expenditure.

4.0 Legal Authority

The Youth Assistance Act

5.0 Goals / Principles

1. Funding is to be allocated based on an organization's relative contribution to Sport and Recreation Branch goals.
2. Some organizations that face challenges in providing specialized programs and services are given special status.
3. All organizations are required to follow a similar process and provide similar documentation with regards to their application for support or services.

6.0 Requirements / Standards

The provincial organization must:

1. Be registered as a not-for-profit organization under the New Brunswick or Federal Companies Act, or constituted as a not-for-profit organization.
2. Provide programs and services that are provincial in scope.
3. Have a constitution/by-laws that has been approved by the general membership and is on file with the Sport and Recreation Branch.
4. Have held an annual general meeting within the past 12 months and produced appropriate minutes and reports for its membership.
5. Have had an appropriate financial statement formerly approved by the board within the past twelve months. Copies of such to be provided.
6. Provide a list of board members and/or the project management team along with their contact information.
7. Have membership/participation from a minimum of three (3) of the Department's established eight (8) regions of the province.

Finances

The Sport and Recreation Branch encourages provincial organizations to strive towards a position of financial strength through prudent financial management and establishing sources of non-government funding. However,

8. Any organization who's expenditures in a given fiscal year does not exceed the funding provided in the previous year, will be subject to a reduction in funding in the subsequent year that is equal to at least the unspent portion of the grant provided.

7.0 Guidelines / Recommendations

Sport and Recreation Branch support is not intended to simply subsidize participation in an activity, rather it is directed towards projects and initiatives that expand opportunities for participation in physical activity, recreation and sport.

A Consultant will assess a provincial organization's eligibility for services and support based on the response of the provincial organization to the above criteria and following consultation with regional staff. The provincial organization will be advised of its standing. Eligible provincial organizations will be informed of the services and support available and invited to make application.

The Sport and Recreation Branch will determine the degree to which each individual provincial organization will receive Consulting Services.

8.0 Contact for More Information: Jeff LeBlanc (506) 457-4842

Sign-Off: Roger Duval, November 17, 2009