
Subject: Regional and local Organization Eligibility Criteria

Effective: April 1, 2004

Revisions:

1.0 Purpose

The Regional Operations and Community Development Branch Regional Offices support not-for-profit and/or public organizations that assist them in the attainment of their goals to:

- 1) increase the number of citizens who regularly participate in sport, recreation and physical activities at the local and regional levels.
- 2) ensure the development of quality programs developed and delivered by qualified leaders.
- 3) develop the region's top athletes *in preparation for Canada Games team try-outs*.

This policy addresses the need to ensure that public funding is only provided to organizations whose mandate is to increase opportunities for New Brunswickers to be physically active, or who conduct this work as a part of a larger mandate.

Regional Operations and Community Development Branch support may be available in the form of funding, programs and/or consulting services. The level of support provided will be dependent upon the competition for available resources and an organization's contribution towards Branch goals.

2.0 Application

This policy relates to all sport, recreation and physical activity organizations with a local or regional mandate. Members of provincial sport organizations that receive funding for the regional delivery of programs (Figure Skating) are ineligible.

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

The goal of the Regional Operations and Community Development Branch Regional Offices is to foster a network of self-sufficient local and regional organizations, capable of providing sport, recreation and physical activity opportunities. Consultation services, financial assistance and some office administrative services are available to assist and support regional recreation and sport organizations' efforts to become more effective.

Our guiding principle is to help others help themselves.

This policy supports the following fundamental principle, outlined in the Sport and Recreation Policy for New Brunswick (1994):

Sport and recreation are essential public services, which respond to our citizens' rights to physical activity, play and other leisure activities.

6.0 Requirements / Standards

6.1 Not for Profit

- 6.1.1 Adopt the general operating principles of a not for profit organization, or
- 6.1.2 Be constituted as a not-for-profit organization, or
- 6.1.3 Be registered as a not-for-profit organization under the New Brunswick or Federal Companies Act.

OR

6.2 Public

- 6.2.1 Be a recognized public agency/ entity (municipal departments, Local Service Districts, etc).

6.3 Accountability

- 6.3.1 Must submit an official application using either an application for financial assistance document (55-1506) or a regional profile document (32-100) (see guidelines below).
- 6.3.2 Provide proof of a bank account requiring at least two (2) signing authorities.

7.0 Guidelines / Recommendations

For projects that have a start-end date of less than one year, applicants are asked to complete an application for financial assistance (55-1506) in order to have their project evaluated.

Organizations wishing to apply for financial assistance to support their annual operations are asked to use the regional profile document (32-100).

A Regional Consultant will assess the applicants' eligibility for services and support based on the response of the applicant to the above criteria, and provide a recommendation for assistance to the Director. Eligible applicants will be informed of the level of services and support available to them.

Final signing authority for financial assistance at the regional level remains with the Director of the Regional Operations and Community Development Branch.

8.0 References

- 55-1506 Application for financial assistance
- 55-1507 Project Report Form
- 32-100 Regional Profile Document

9.0 Contact for More Information: Sherry Doiron, (506) 457-4841

Sign-Off: Allen Bard, June 24, 2009