

PHYSICAL ACTIVITY, SPORT AND RECREATION

HEALTH PROMOTION AND PROTECTION (HPP) VALUES: Nova Scotians working together to make our province a safe and healthy place in which to live, work and play.

HPP AND PHYSICAL ACTIVITY, SPORT AND RECREATION (PASR) ARE COMMITTED to increasing physical activity through the provision of leadership in policy development, support to the local and provincial sport and recreation delivery system, and collaboration with service-providing partners, other government departments and our Federal/Provincial/Territorial counterparts.

(Department of Health Promotion and Protection 2007-08 Business Plan)

REGIONAL DEVELOPMENT PROGRAM

PROGRAM DESCRIPTION: The Department of Health Promotion and Protection through the Physical Activity, Sport and Recreation Responsibility Centre understand that regional, local and community organizations play a crucial role in the provision of physical activity, sport and recreation opportunities for Nova Scotia. In addition to providing consultative services, advice and assistance, resources and other supports, PASR also recognizes the need to provide fiscal support to our partners. The program is designed to support activities which respond to the goals and priorities of communities and PASR priority areas including: increasing physical activity, sport and recreation opportunities, capacity building, gender equity, volunteer development, physical activity levels of children and youth, fair and safe activities and responding to traditionally underserved populations.

GOALS

To partner with regional, community, local or municipal organizations involved in physical activity, sport or recreation to achieve one or more of the following results:

- Increase opportunities for participation in structured and unstructured physical activity, sport and recreation.
- Increase public awareness of the health, economic, social and personal benefits of physical activity, sport and recreation.
- Improve the capacity of community organizations that provide physical activity, sport and recreation opportunities.
- Increase the number of skilled and knowledgeable volunteers and professional leaders in physical activity, sport and recreation.

PRINCIPLES

This program is guided by the following principles:

- Flexibility - responsive to the unique needs and assets of each community or organization.
- Timeliness - responds in a timely manner.
- Sustainability – responds to sustainability requirements and challenges.

- Community Development – follows the Nova Scotia Government Community Development principles.

ELIGIBILITY AND GUIDELINES

Public organizations incorporated as a “not for profit” society under the *Societies Act* of Nova Scotia and other organizations deemed equivalent by Health Promotion and Protection. All applicants must meet the goals and principles of the Regional Development Program.

1) Eligible applicants:

- a) Municipalities
- b) Sport and Recreation Associations
- c) Schools (excluding curriculum components and School Sport Teams)
- d) Church Groups

2) Eligible initiatives:

- a) Program Development and implementation
- b) Leadership and Capacity development
- c) Marketing and Promotion
- d) Planning and Organizational Development

3) Contribution Guidelines:

- a) Level of contribution will be based on need and the applicant’s ability to contribute. The expected level of contribution by the applicant from sources other than HPP is 50%.
- b) In kind contributions are acceptable.

- c) Initiatives may be eligible for funding for up to three years.
- d) Collaboration with other groups is encouraged.

Contribution Guidelines Continued....

- e) Maximum contribution from Regional Development Program will be \$15,000 (annually).

APPLICATION PROCEDURE

- Potential applicants are requested to contact a Regional Representative (as listed below) to discuss the proposal, determine eligibility and provide relevant advice and assistance. Applications will be accepted between April 1 and February 15 of a given fiscal year.

APPLICATION REVIEW AND RESPONSE PROCESS

- Applications will be reviewed by PASR staff based on these guidelines.
- Applicants will be notified on the status of the application within 30 days of the application being received.

PAYMENT OF GRANTS

At the request of the organization, an initial payment (normally 80% of the approved amount) may be made at the start of the project. If the project is to be funded for more than one year, a report on the previous year's operation will be required to keep the approved initiative in good standing.

Final payments will be made upon completion of the initiative and submission of a final report. The final report includes a brief written report, financial statement and evaluation which should be submitted on or before March 1.

Should the project need to be modified, written permission to reallocate funding is required from PASR staff.

GRANT RECOGNITION

Funding recipient must work with HPP to develop an appropriate strategy for recognizing the funding contribution of the provincial government. This strategy may include, among other items, the following:

- Visual, permanent recognition of the province by way of a plaque or other appropriate signage; to be discussed and agreed upon at time of contribution.
- Public announcement: the funding contribution can only be announced in collaboration with HPP and may include a news conference, news release and the development of other collateral materials. Other items may also be considered in collaboration and agreement with HPP.
- HPP logo must be present on all promotional materials.
- Other forms of recognition will be considered and agreed upon between the recipient and HPP at time of contribution.

For more information contact The Department of Health Promotion and Protection, Physical Activity, Sport and Recreation or visit our website at:
<http://www.gov.ns.ca/hpp>

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<p>Central Region Serving Halifax Regional Municipality 1601 Lower Water Street, 5th floor Halifax, NS B3J 3P6</p> <p>Carol Davis-Jamieson, Regional Representative (902) 424-7622 Fax (902) 424-0663 EMAIL: DAVISJCM@GOV.NS.CA</p>	<p>South Shore Region Serving Counties of Yarmouth, Shelburne, Queens and Lunenburg 312 Green Street Lunenburg, NS B0J 2C0</p> <p>Debby Smith, Regional Representative (902) 634-7505 Fax (902) 634-7542 EMAIL: SMITHDE@GOV.NS.CA</p>
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