

**COACH AND OFFICIAL
DEVELOPMENT INITIATIVES**

“ABOVE AND BEYOND”

APPLICATION



ALBERTA
SPORT, RECREATION
PARKS & WILDLIFE
FOUNDATION

Enhancing Alberta's Communities

905 Standard Life Centre
10405 Jasper Avenue
Edmonton, Alberta T5J 4R7

Alberta

Mission

To further develop coaches and officials (umpires, referees, judges) in Alberta.

Purpose

The purpose of the **Above and Beyond** grant is to provide support to coaches and officials to pursue educational or developmental opportunities. Specifically, this is intended for a coach or an official that is in a unique situation (apprenticing, geographically isolated, disadvantaged) and that are experiencing extraordinary circumstances.

Criteria

- ◆ Coach must be minimum fully certified Level 1 (Technical 1, Practical 1 and Theory 1 completed or new NCCP equivalent)
- ◆ Official must be provincially carded, certified or accredited
- ◆ Member in good standing with his/her Provincial Association and/or Provincial Officials Association
- ◆ Permanent Alberta resident
- ◆ Maximum grant per applicant is \$2,000.00
- ◆ Limited to once in a lifetime funding

Freedom of Information

This information is being collected under section 33(c) of the *Freedom of Information and Protection of Privacy Act* and will be protected under the provisions of the *Act*. This information will be used internally to process your **Coach and Official Development Initiatives Grant** application.

Should you have any questions about the collection of this information, you may contact:

Shona Schleppe
Alberta Sport, Recreation, Parks and Wildlife Foundation
Alberta Tourism, Parks & Recreation
(780) 415-0262
shona.schleppe@gov.ab.ca

Eligibility

Applications will be reviewed on their individual merit based on the objectives of the Alberta Sport, Recreation, Parks and Wildlife Foundation, the financial resources available and the following parameters.

- ◆ Priority will be given to projects that are innovative and creative, plus indicate initiative and self-help on the part of the applicant.
- ◆ All projects must fit within the mandate of the Alberta Sport, Recreation, Parks and Wildlife Foundation.
- ◆ Funding after the fact is discouraged.
- ◆ Projects requesting operational costs and administrative expenses are not recommended due to the ongoing nature of the request.
- ◆ Due to limited funds and the anticipated large volume of applications, not all requests meeting the established criteria will be approved for **Above and Beyond** funding.

The Application Process

The following process has been formulated so the Alberta Sport, Recreation, Parks and Wildlife Foundation can deal with applications in a fair, equitable and efficient manner.

- ◆ Applications can be submitted on a project basis by the applicant at any time providing the application is complete.
- ◆ **Application deadlines are:**
May 15
October 15
- ◆ All applications must be mailed to the Alberta Sport, Recreation, Parks and Wildlife Foundation at the address on the application form and postmarked by the application deadline.
- ◆ Decisions on applications will be made within 60 days following the appropriate deadline.

Report and Commitment

An applicant receiving funding shall submit a report to the Alberta Sport, Recreation, Parks and Wildlife Foundation within 60 days of the completion date of the project. This report should include:

- ◆ a description of the outcome of the project.
- ◆ an evaluation of the success of the project in relation to its objectives.
- ◆ a signed financial statement of all income and expenses associated with the project, including receipts, where appropriate.

Auditing of stated program goals may also be requested.

Any funding not utilized for the particular project stated on the application shall be returned to the Alberta Sport, Recreation, Parks and Wildlife Foundation within 60 days of the completion date of the project.

A condition of accepting funding is that an auditor authorized by the Alberta Sport, Recreation, Parks and Wildlife Foundation will have access to all books and records having any connection with the funding received to ascertain whether they were spent for the purpose for which they were intended.

Document Checklist

Before the Alberta Sport, Recreation, Parks and Wildlife Foundation can financially support a particular program or project, specific details as well as a detailed budget are required. To assist in the preparation of an application, this 'document checklist' is included with the application form. Additional information may be requested to assess an individual's qualifications for funding.

Each application must include the following:

Please mark with an .

- A covering letter presenting a clear and complete description of the proposed project.
- A list of other funding applied to, and other funding already committed to the project.
- An indication of the source of costs.
- An indication of other groups that may benefit from the project, and any financial and/or written support these groups have to offer.
- Support documentation for the project from the respective provincial association and or officials association.
- An indication of the expected completion date of the project.

Application Form

Coach and Official Development Initiative – Above and Beyond

(Please print or type all responses)

Individual: _____

Mailing Address: _____

_____ Postal Code: _____

Email: _____

Res. Telephone: _____ Bus. Telephone: _____

NCCP Number: _____ (please attach a Coaching Transcript – www.coach.ca)

Please note: cheque will be forwarded to the above address unless otherwise indicated.

Provincial Association: _____

Contact Person: _____

Please answer the following questions in the space provided (more detailed information **must** be included in a covering letter - see document checklist)

1. What is the purpose and program goals for this funding request? _____

2. Outline a description of the project. _____

3. Indicate the number of participants that will benefit from this funding, the date and location of the project.

of Participants: _____

Expected Start Date: _____ Expected Completion Date: _____

Location: _____

4. Indicate any **innovative** or **unique** factors that may be associated with this project. _____

Budget Information (please complete indicating total budget)

Funding Categories (Identify specific items)	Total Cost of Project	Funding From Other Sources		Requested Funding from Foundation
		Source	Amount	
Total				

Declaration

Financial Contact (the person responsible for finances on the proposed project must complete the following declaration).

I, _____ do
(NAME) (OFFICIAL POSITION)
(PHONE - BUSINESS/HOME)

solemnly declare to take full responsibility for receiving and disbursing all funds received from the Alberta Sport, Recreation, Parks and Wildlife Foundation, in response to the application, of which this statement forms a part.

Declared at _____, Alberta

This (day/month/year) _____

Signed: _____

Witnessed: _____

**PLEASE RETURN TO: Alberta Sport, Recreation, Parks and Wildlife Foundation
 Alberta Tourism, Parks & Recreation
 905 Standard Life Centre
 10405 Jasper Avenue, Edmonton, AB T5J 4R7
 Telephone: (780) 415-0262**