



2008-2009

**REGIONAL – COMMUNITY
SPORT DEVELOPMENT
GRANTS MANUAL
&
APPLICATION FORMS**

**EFFECTIVE:
APRIL 1, 2008 TO MARCH 31, 2009**



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1. INTRODUCTION

Each year over 300,000 Manitobans are registered with the 77 recognized Provincial Sport Organizations. Of these, approximately 193,000 are competitive athletes and approximately 20,000 coach and 10,000 officiate. Another 100,000 participants benefit from introductory clinics and programs that are offered regularly throughout the province.

Manitoba's sport delivery system involves thousands of different provincial and community based sport organizations working to develop greater participation and to support the achievement of excellence throughout the entire continuum of sport.

Sport Manitoba has been mandated to implement the Sport Policy directives of the Province of Manitoba. Sport Manitoba allocates provincial funds to over 90 sport partner organizations to promote and develop amateur sport in Manitoba. Support is focused on addressing the needs of Manitobans at all levels of participation in sport from grassroots/recreational participants through to developmental and high performance.

Sport Manitoba's primary roles include:

BLOCK FUNDING & GRANTS

- Allocating provincial funding and bingo events to over 90 recognized sport partner organizations.

PROGRAMS

- Delivering Sport Manitoba's sport development programs including the Manitoba Games, Team Manitoba (Canada & Western Canada Games) and KidSport™.
- Providing ongoing support to Coaching Manitoba, the Canadian Sport Centre Manitoba and the hosting of major national and international events.

SERVICES

- Providing office and meeting spaces, administrative and consultative services to sport partners.

MARKETING

- Promoting the benefits of sport to Manitobans and communicating the contributions of sport to Manitoba's communities.

PLANNING

- Guiding Sport Manitoba's planning; as well as facilitating joint planning between sport partners and other key stakeholders in sport in Manitoba.

SPORT MANITOBA'S SEVEN (7) REGIONS

Sport Manitoba has established seven volunteer Regional Sport Council's and regional sport offices throughout the province. Collectively the Regional Sport Councils provide a province wide bridge between Provincial Sport Organizations and their community based partners in sport including their municipal recreation departments, community centres, schools and local/regional sport associations.

REGIONAL SPORT COUNCILS

- Facilitate the growth of community based entry and developmental level athletes, coaches and officials through the provision of specific programs, grants and services
- Create a regional delivery system that assists in the development of partnerships between provincial and local community and school based sport organizations resulting in a seamless sport delivery system.

The Regional Sport Councils, staff and regional offices play a key role in planning and delivering Sport Manitoba's Community Development programs, grants, and services throughout their Region including:

SPORT DEVELOPMENT GRANTS

Facilitating the delivery of sport by providing standardized Athlete, Coaches, Officials and Community Development Programs and Grants that promote participation, support development and provide direct support to all levels of sport.

SPORT DEVELOPMENT PROGRAMS

Playing a major leadership role in the hands on delivery of a number of Sport Manitoba's programs including the Manitoba Games, KidSport™, and the National Coaching Certification Program's Theory Clinics.

PARTNERSHIP PLANNING & ORGANIZATIONAL DEVELOPMENT

Working closely with the Recreation & Regional Services staff from Manitoba's Culture, Heritage and Tourism, Aboriginal & Northern Affairs and the City of Winnipeg's Community Services – Recreation Division in the provision of consultative services in community sport planning, volunteer/staff skill development and facility planning.

PROMOTION OF SPORT

Supporting Sport Manitoba's Sports for Life programs and messages that encourage participation in sport for the personal, social and health benefits that sport provides to both participants and their communities.

FAIR PLAY AND ETHICS IN SPORT

Supporting Sport Manitoba's initiatives in communicating and promoting the principles of integrity, fair play and respect in sport, both on and off the fields of play.

2. REGIONAL SPORT CONTACT LIST

Sport Manitoba www.sportmanitoba.ca

Colleen Kyle
Regional Manager- Sport Manitoba
Central Region
225 Wardrop Street
Morden, MB R6M 1N4
Office: 822-6735
Fax: 822-2915
Toll free: 1-866-774-2220 (ext 1)
E-Mail central@sport.mb.ca

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Interlake Region
Box 1519, 62-2nd Avenue
Gimli, MB R0C 1B0
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Fax: 642-6080
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Parkland Region
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E-Mail parkland@sport.mb.ca

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Winnipeg Region
200 Main Street
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Office: 925-5904
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Eastman Region
Box 50, 20-1st Street
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Office: 268-2172
Fax: 268-6070
Toll free: 1-866-774-2220 (ext 6)
E-Mail eastman@sport.mb.ca

Kristin Erickson
Regional Manager - Sport Manitoba
West - Norman Region
Room # 115 – 79-3rd Street West
Box 2550
The Pas, MB R9A 1M4
Office: 627-8139
Fax: 627-8100
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E-Mail norman@sport.mb.ca

Jaymie Leary
Regional Manager - Sport Manitoba
East - Norman Region
Box 21 –59 Elizabeth Drive
Thompson, Manitoba R8N 1X4
Office: 778-3109
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Toll Free 1-866-774-220 (ext 8)
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Leanne Traynor
Regional Manager - Sport Manitoba
Westman Region
Room 146, 340 – 9th Street
Brandon, MB R7A 6C2
Office: 726-6072
Fax: 726-6583
Toll Free: 1-866-774-2220 (ext 4)
E-Mail westman@sport.mb.ca

3. SPORT MANITOBA RECOGNIZED PROVINCIAL SPORT ORGANIZATIONS

	Phone# (925-)
1. Archers & Bowhunters Association of Manitoba Inc.	5697
2. Manitoba Track & Field Association Inc. (Athletics Manitoba)	5743
3. Manitoba Badminton Association Inc.	5679
4. Manitoba Ball Hockey Association Inc.	5602
5. Bandy Federation of Manitoba Inc.	5641
6. Manitoba Baseball Association Inc.	5763
7. Manitoba Amateur Basketball Association Inc. (Basketball Manitoba)	5773
8. Manitoba Baton Twirling Sportive Association Inc.	5682
9. Biathlon Association of Manitoba Inc. (Biathlon Manitoba)	5687
10. Manitoba Blind Sport Association Inc.	5694
11. Manitoba Amateur Body Building Association Inc.	5686
12. Manitoba Five Pin Bowling Federation Inc.	5766
13. Manitoba Tenpin Federation Inc.	5704
14. Manitoba Amateur Boxing Association Inc.	5658
15. Manitoba Amateur Broomball Association Inc.	5668
16. Manitoba Cerebral Palsy Sport Association Inc.	5682
17. Manitoba Cricket Association Inc.	5672
18. Manitoba Curling Association Inc.	5726
19. Manitoba Cycling Association Inc.	5686
20. Manitoba Darts Association Inc.	5682
21. Manitoba Deaf Sport Association Inc.	5682
22. Manitoba Organization of Disc Sports Inc.	5665
23. Canadian Amateur Diving Association (Manitoba Section) Inc.	5654
24. Manitoba Fencing Association Inc.	5696
25. Field Hockey Manitoba Inc.	5794
26. Skate Canada – Manitoba Inc.	5707
27. Manitoba Amateur Football Association Inc. (Football Manitoba)	5769
28. Manitoba Golf Association Inc.	5730
29. Manitoba Gymnastics Association Inc.	5781
30. Manitoba Rhythmic Gymnastics Association Inc.	5739
31. Manitoba Handball Association Inc.	5667
32. Manitoba Provincial Handgun Association Inc.	5682
33. The Manitoba Hang Gliding Association Inc.	5682
34. Manitoba Amateur Hockey Association Inc. (Hockey Manitoba)	5755
35. Manitoba Horse Council Inc.	5719
36. Manitoba Horseshoe Player's Association Inc.	5682
37. Manitoba Black Belt Association Inc. (Judo Manitoba)	5691
38. Karate Manitoba Inc.	5682
39. Manitoba Lacrosse Association Inc.	5684
40. Bowls Manitoba Inc.	5694
41. Manitoba Orienteering Association Inc.	5706
42. Manitoba Paddling Association Inc.	5681
43. Manitoba Sport Parachute Association Inc.	5682
44. Racquetball Manitoba Inc.	5666
45. Manitoba Provincial Rifle Association Inc.	5682
46. Manitoba Ringette Association Inc.	5710

47.	Roller Sports Manitoba Inc.	5699
48.	Manitoba Rowing Association Inc.	5653
49.	Manitoba Rugby Union Inc. (Rugby Manitoba)	5664
50.	Manitoba Sailing Association Inc.	5647
51.	Manitoba Skeet Shooting Association Inc.	5682
52.	Manitoba Alpine Ski Division Inc.	5715
53.	Cross Country Ski Association of Manitoba Inc.	5639
54.	The Manitoba Freestyle Ski Association Inc.	5671
55.	Manitoba Soaring Council Inc.	5682
56.	Manitoba Soccer Association Inc.	5752
57.	Manitoba Softball Association Inc.	5673
58.	Special Olympics Manitoba Inc.	5628
59.	Manitoba Speed Skating Association Inc.	5657
60.	Squash Manitoba Inc.	5661
61.	Swim/Natation Manitoba Inc. (Swim Manitoba)	5778
62.	Synchro Swim Manitoba Inc.	5693
63.	Manitoba Table Tennis Association Inc.	5690
64.	Manitoba Tae Kwon Do Association Inc.	5682
65.	Manitoba Team Handball Federation Inc.	5652
66.	Manitoba Tennis Association Inc. (Tennis Manitoba)	5659
67.	Manitoba Trap Shooting Association Inc.	5682
68.	Triathlon Manitoba Inc.	5636
69.	Manitoba Underwater Council Inc.	5682
70.	Manitoba Volleyball Association Inc.	5783
71.	Manitoba Water Polo Association Inc.	5777
72.	Water Ski Manitoba Inc.	5700
73.	Manitoba Weightlifting Association Inc.	5689
74.	Manitoba Wheelchair Sport Association Inc.	5790
***	Manitoba Aboriginal Sport & Recreation Council Inc.	5622
***	Manitoba High Schools athletic Association	5640
***	Provincial Multi Sport Organizations	

4. SPORT DEVELOPMENT GRANTS ELIGIBILITY & ACCOUNTABILITY

GENERAL ELIGIBILITY CRITERIA

- Assistance will only be considered up to the maximum grant based on the availability of sufficient funds in each fiscal year (April 1st to March 31st)
- Grants cannot duplicate other funding from Sport Manitoba.
- Eligibility does not ensure assistance.
- The following grants are available to provide “assistance” with expenses related to the development of sport; therefore, not all expenses would be covered. See Ineligible expenses.

ELIGIBLE COMMUNITY SPORT PARTNER GROUPS

Only community based, not for profit, sport-recreation groups that are recognized by Sport Manitoba may apply.

This includes the following Community Sport Partners:

- a) Local sport teams/clubs and regional sport associations who are affiliated with their respective Provincial Sport Organization
- b) Regional Sport Specific Associations who are associated to their respective P.S.O.
- c) General Council of Winnipeg Community Centres’ member clubs
- d) Elementary, Junior-Middle and Senior High Schools
- e) Municipal Recreation departments and recreation districts which are recognized and supported by the Province of Manitoba’s Culture, Heritage and Tourism’s Recreation Department & Regional Services Branch and Aboriginal and Northern Affairs.
- f) City of Winnipeg’s Community Services Department or City of Winnipeg’s Community Services Department and co-Sponsored Organizations
- g) First Nations and Aboriginal & Northern Affairs Communities
- h) Community Sport Alliances

APPLICATION AND ACCOUNTABILITY PROCESS

Consultation with and verification from the appropriate Provincial Sport Organization(s) will be used to clarify/confirm the validity of applications.

- a) Applications must be completed (printed or typed) including general information, a proposed budget and the appropriate Grant Application Form(s).
- b) All applications must be completed, signed and submitted to the appropriate Regional Manager **prior to event**.
- c) All applicants will be notified of the status of their application.
- d) Unsuccessful applicants may appeal their funding status by writing a letter to the Sport Manitoba Community Development Manager C/O 200 Main Street, Winnipeg, R3C 4M2 stating the rationale for their appeal.
- e) Prior to receiving funding, successful applicants must submit (within 4 weeks after their event) a signed Post Event Report, complete with a final financial statement and paid receipts (or photocopies of same) **Except for travel grants**
- f) All cheques issued to successful applications need to be made payable to an organization or team, Sport Manitoba will not make any grants payable to an individual with the exception of a individual player/coach travel grant.

RECOGNITION OF SPORT MANITOBA

Community Sport Partner recipients of Regional - Sport Manitoba funding are required to include recognition of Sport Manitoba as a funding partner in their communication tools. This includes the placement of Sport Manitoba's logo on their event posters, brochures, banners, program manuals and the displaying and placement of Sport Manitoba banners where applicable.

DEFINITIONS

Community Sport Partner

A Community Sport Partner may be any one of the following organizations:

- Elementary, junior and senior high schools
- Community centres
- Local not-for-profit sport organizations/clubs/leagues, including sport alliances
- Municipal, first nation or northern affairs recreation departments
- Regional sport specific association
- City of Winnipeg's Community Services Department and Co-Sponsored Organizations

Individual sports athletes includes those sports where individuals compete against one another. Also in sports such as figure skating, rowing, table tennis, squash, athletics relays, etc., where two or more athletes compete together as an athletes unit such as pairs, fours, eights, 4X100, etc.

Team sports includes those sports, which train together, compete and are scored as a team unit at their Provincial/National/International competitions.

Team is a group of athletes/players that are training under the leadership of a designated Coach and which is competing as a team unit within a competitive league structure, either within a community or at the inter community level.

A Club is a group of individual athletes and or teams that are training under the leadership of a designated coach and who compete as members of their club within an inter club, regional and/or provincial competitive structures. A club may be entry level, developmental, high performance or any combination of these elements.

Remote Community

Remote communities are communities that are not accessible by road on a year round basis and are generally only accessible by plane, snowmobile or winter roads.

Expendable Equipment

Equipment that is usually used in the field of play and does not have a long life span (i.e. tennis balls, volley balls, pucks etc.)

Non-Expendable Equipment

Permanent club or organization owned equipment like volleyball standards, tennis nets, softball/baseball bases, etc.)

5. HOSTING GRANTS

a) Hosting Community/Regional Athlete Skill Development Clinics/Camps

Program Purpose

To provide assistance to Community Sport Partners who are working in partnership with a provincial sport organization in hosting community/regional sport skill development clinics/camps for youth athletes.

Criteria

- It is expected that the program/clinic/camp will be targeted at youth, generally from ages 7 to 21.
- Maximum of one clinic/camp per sport per community sport partner/per year
- Receipts are mandatory with post event report
- **All Instructors must be recognized by the P.S.O.**

Funding Levels

- Applicant's grant/share is 50% of the eligible expenses.
- Maximum grant/share is up to \$300.00 and up to \$500.00 for a remote community (see definition; page # 7)
- Eligibility does not ensure assistance.

Eligible Expenses

- Clinicians honoraria; travel, accommodations and meals if required
- Facility rental
- Expendable equipment (i.e. tennis balls, pucks etc.)
- Advertising and promotion costs
- Administration costs

Ineligible Expenses

- Participant meals, awards, t-shirts/gifts, participant travel
- Non-expendable equipment (i.e. permanent club or organization owned equipment like volleyball standards, tennis nets, softball/baseball bases, bats etc.)

b) HOSTING REGIONAL CHAMPIONSHIPS

Program Purpose

To assist Community Sport Partners who are working in partnership with a provincial sport organization in the hosting of a regional championship for youth athletes.

Criteria

- It is expected that the championship will be targeted at youth, generally from ages 7 to 21.
- Regional championships must be a separate competition from league play.
- Must either lead to a Provincial Sport Organization sanctioned provincial championship; or:
- Support Manitoba Games Competitions in a non-games year. The age category and competition format must allow for participants to be eligible for the next Manitoba Games Competition. (i.e. if the age category for the Manitoba Games in baseball is 13-14 years old, the competition that takes place the year before the Manitoba Games should be 12-13 years old.)
- May provide funding for hosting events for the purpose of selecting regional teams/athletes to participate in the Manitoba Indigenous Games (M.I.G.)
- Receipts are mandatory with post event report

Funding Levels

- Applicant's grant/share is 50% of the eligible expenses.
- Up to a Maximum of \$300.00
- Eligibility does not ensure assistance.

Eligible Expenses

- Facility rental
- Expendable field of play equipment (i.e. tennis balls, pucks etc.)
- Officials honoraria; travel, meals and accommodations if required

Ineligible Expenses

- Awards, t-shirts/gifts, banquets/meals
- Non-expendable equipment (i.e. permanent club or organization owned equipment like volleyball standards, tennis nets, softball/baseball bases, bats etc.)

6. TRAVEL GRANTS

a) Athlete/Team Travel Assistance

Program Purpose/Criteria

- i) To provide financial assistance to youth athletes trying out for a Provincial Team.
 - The Provincial Team must lead to a Western Canadian, Canada Games or National Championship event. (and)
 - Athletes trying out for the Provincial Team program must be identified and invited by the Provincial Sport Organization to participate.

- ii) To provide financial assistance to youth athletes/teams participating in a Provincial Sport Organization P.S.O sanctioned provincial championship.
 - Athletes/Teams participating in a Provincial Championship must be the Regional/District/Zone Representative as identified by their respective P.S.O. (and)
 - There must be an opportunity for the winners of the provincial championship to advance to a Western Canadian, Canada Games or National Championship event.

- iii) To provide financial assistance to athletes/teams participating in a Manitoba High School Athletic Association M.H.S.A.A sanctioned provincial championship.

- iv) To provide financial assistance to youth athletes/teams from the Norman region traveling to Norman Regional events that lead to a P.S.O sanctioned provincial championship.

General Criteria

- It is expected that the championship/camp will be targeted at youth, generally from ages 7 to 21.
- Athletes/Teams are required to travel a minimum of 300 kms total at their own expense. Any travel over and above the minimum 300 kms is eligible for assistance up to the maximums stated in the funding levels. If a championship is 150 kms from residence and the event is three days long, the total distance traveled would be 900 kms. Travel assistance would be available for 900kms – 300kms = 600 kms.
- All travel will be confirmed with the appropriate Provincial Sport Organization
- Individual sport athletes traveling from a community/club to a provincial championship (i.e. Swim Club) may be grouped under team sport funding levels to a maximum of \$300.00

Funding Levels

- “Individual” sport’s (see definitions) athletes are eligible for 10 cents per kilometer up to a maximum of \$100.00 per person, per sport, per year.
- “Team” sports (see definition) with 10 members or less are eligible for 20 cents per kilometer, “Team” sports with 11-16 members are eligible for 30 cents per kilometer and “team” sports with 17 members and up are eligible for 40 cents per kilometer.
- Team sports are eligible for up to \$300.00 maximum per team, per sport, per year.

- Athletes/Teams traveling from remote communities are eligible up to a maximum of \$150.00/individual or \$500.00/team.
- Athlete/teams that are required to fly will automatically qualify for the maximum grant.
- Funding is not guaranteed if travel is subsidized by other granting sources

Note:

- **Individual sports** athletes includes those sports where individuals compete against one another. Also in sports such as figure skating, rowing, table tennis, squash, athletics relays, etc., where two or more athletes compete together as an athletes unit such as pairs, fours, eights, 4X100, etc.
- **Team sports** includes those sports, which train together, compete and are scored as a team unit at their Provincial/National/International competitions.
- **Team** is a group of athletes/players that are training under the leadership of a designated Coach and which is competing as a team unit within a competitive league structure, either within a community or at the inter community level.

b) Coaches/Officials Travel Assistance

Program Purpose

- To provide financial assistance to coaches attending recognized National Coaches Certification Clinics. (Theory or Technical)
- To provide financial assistance to volunteer officials attending recognized Officials Certification Clinics.
- To provide financial assistance to coaches participating in Coaching Manitoba or PSO sponsored seminars/conferences.

Criteria

- Courses offered outside Manitoba may be eligible based upon circumstances within sport and or level of course.
- All travel will be confirmed with each perspective Provincial Sport Organization

Funding Levels

- Coaches/Officials are eligible for 10 cents per km up to a maximum of \$200.00 per sport per year.

7. COMMUNITY SPORT DEVELOPMENT GRANTS

a) Introduction Of A New Sport To A Community

Program Purpose

To provide financial assistance to Community Sport Partners who are working in partnership with a Provincial Sport Organization to introduce a new sport by establishing a team, sport club or league in their community.

Criteria

- It is expected that the program will be targeted at youth, generally ages 7 - 21.
- Maximum of 1 application per community sport partner/per year
- Receipts are mandatory with post event report

Funding Levels

- Applicant's grant/share is 50% of the eligible expenses.
- Maximum grant is \$300 per year
- Maximum of \$500 per year for remote communities
- Eligibility does not ensure assistance.

Eligible Expenses

- Purchase of new non-expendable equipment that meets the sport's minimum technical/field of play standards.
- Organizational costs (Promotion, Advertising, Facility Rental)

Ineligible Expenses

- Equipment may not be personally owned, must be organization or club owned, equipment.
- Not for the purchase of expendable equipment (balls, player uniforms or warm up clothes, etc.)

NOTE:

- Introduction of a sport means that the sport must not have been offered at any level in the community for the past two years.
- A Community Sport Partner may apply for 2 consecutive years.
- If the Club/Organization ceases operation the equipment must be returned to your regional sport office.
- In relation to a school based "introduction of a new sport" the sport must be extracurricular based (not curriculum based) and the new sport must demonstrate training, competitions and led by a qualified coach.

b) BINGO ALLOCATIONS

Program Purpose

To provide an opportunity for eligible Community Sport Partners who are working in partnership with a Provincial Sport Organization to work and/or receive a grant from a Sport Manitoba allocated bingo.

Criteria

Regional bingos will be allocated to support any/all of the following:

- Special grants to support the hosting of major events/championships that will leave a legacy for sport.
- Special grants to support sport development opportunities that will leave a legacy for sport.
- New or existing programs that your Regional Sport Council would deliver with a sport partner.
- Receipts are mandatory with post event report
- For other examples please call your regional manager

Funding Levels

- Grants may vary in size from region to region up to a maximum of \$3,000.00.
- Receipts are mandatory along with a post event report.
- Prior to making an application for Bingo's contact your Regional Sport Manager at 1-866-774-2220 or see page 4.
- Eligibility does not ensure assistance.

NOTE:

Community Sport Partners organizations that are allocated a Regional Bingo Date will either:

- Provide all of the volunteers (7 minimum) that are required to work the assigned bingo in Winnipeg or;
- Each Region receives 4-5 Bingo's annually. Bingo's are allocated to each region quarterly
- Any Bingo allocated that is worth \$1000.00 or more with the funds intended for an "event" is subject to a "sponsorship" contract that would have to be agreed upon prior to approving the application.

c) SPORT SPECIAL INITIATIVES GRANTS

Program Purpose

To provide assistance to a Community Sport Partner who is working in partnership with a Provincial Sport Organization for a project, event or activity that would assist in the development of community based sport and is not eligible under any other grant.

Criteria

- The funding request must clearly outline how that initiative will assist in meeting the needs of the athletes, coaches, officials or volunteers
- The project, event or activity should contain an educational component.
- Regional Sport Specific Associations are eligible to apply for developmental funding. Before applying please contact your respective regional manager.
- Examples: Women in Sport Workshop, Sport for Life initiative, Community Sport Festival, Fair Play Conference or initiative, Long Term Planning Sessions, Volunteer/Organizational Development Workshops, Non certification clinics such as Hockey's IP Clinic, Minor Officials Clinics, drills clinics, new coaches orientation clinic, program/lesson planning clinic, meet managers clinic, taping clinics, scorekeeper/timekeeper clinics, pre-level one clinics such as ones offered by soccer, hockey and curling etc.
- Receipts are mandatory with post event report

Funding Levels

- Up to a maximum of \$500.00 per community Sport partner/per year
- Applicant's grant/share is 50% of the eligible expenses.
- Eligibility does not ensure assistance.

NOTE:

Contact your Regional Sport Manager at 1-866-774-2220 (See Page 4) before making an application.

8. GRANT APPLICATION FORMS



HOSTING GRANT APPLICATION

Category

(Please check the one grant under which you are applying for assistance)

Hosting Athlete Sport Skill Development Clinic/Camp
Hosting Regional Championships

Please note that eligibility does not ensure assistance.

Applicant Information

P.S.O Member Club Community Centre Local/District/Regional Association/League
 Recreation Commission/Department School Alliance First Nation or Metis Community

Name of Organization: _____

Mailing Address: _____ Postal Code: _____

Contact Person: _____ Position/Title: _____

Please make cheque payable to: _____

Phone: _____ (h) _____ (w) _____ (c)

E-mail: _____ Fax: _____

Signature of Applicant: _____ Date: _____

Project/Event Information

Name of Competition/Clinic/Camp: _____

Project Partners: _____ Sport: _____

Date(s) of clinic: _____ to _____ Location: _____

Participating Towns/Communities/Regions: _____

Participants: Males Females Total expected # of participants: _____

Age Range of Participants: from _____ to _____

Contact for event: _____ Phone: _____

Is this Clinic/Camp endorsed by your P.S.O. Yes No

**Please list all your clinic/camp instructors: _____
& level of certification in each sport**

****Please note that this application must include a budget.**

Office use only:
Account # _____
Pre- Approved: \$ _____
Letter sent ____ Date: _____



PROPOSED BUDGET HOSTING GRANT

**** This report must be enclosed with your application****

ESTIMATED REVENUE

Registration fees: _____ X _____ = \$ _____
of participants registration fee

Host Organization Contribution: \$ _____

Partner Organization Contribution: \$ _____

Sponsorship / Donations: \$ _____

Other: \$ _____
(Please specify; fundraising, gate receipts etc.)

TOTAL REVENUE \$ _____

ESTIMATED EXPENSES

Clinician or Officials:

Game Fees: # of games ____ X \$ _____ per game \$ _____

Honoraria: \$ _____ per hour X _____ hour \$ _____

Travel Cost: \$ _____

Accommodation/Meals: \$ _____

Equipment: _____ \$ _____
(Please specify)

Administration: _____ \$ _____
(Please specify)

Facility Rental: _____ \$ _____
(Please specify)

Other: _____ > \$ _____

TOTAL EXPENSES \$ _____

EXPENSES OVER REVENUE \$ _____

“Revenue over expenses” \$ _____

(If your application is projecting a surplus, please provide an explanation on what you will be using this surplus for)



POST EVENT REPORT HOSTING GRANT

Indicate the grant area previously applied for:

Hosting Athlete Sport Skill Development Clinic/Camp
Hosting Regional Championships

Project/Event Information

Name of Competition/Clinic/Camp: _____

Sport: _____ Date(s) of clinic: _____ to _____

Location: _____ Participating Towns/Communities/Regions: _____

Participants: Males Females Final # of participants: _____

Age Range of Participants: from _____ to _____

Information Verification Statement

I confirm that the above information to be true and accurate and I have enclosed copies of all expense receipts/invoices to verify the financial statement.

Claimant's Name: _____ Title/Position: _____

Phone # : _____ (h) Phone # : _____ (w)

Mailing Address: _____ Postal Code: _____

Cheque made payable to: _____

Claimant's Signature: _____ Date: _____

****Please note that this application must include a budget.**

Office use only:
Account # _____
Approved: \$ _____
PO# _____ Date: _____



ACTUAL REVENUE

Registration fees: _____ X _____ = \$ _____
of participants registration fee

Host Organization Contribution: \$ _____

Partner Organization Contribution: \$ _____

Sponsorship / Donations: \$ _____

Other: _____ \$ _____
(Please specify; fundraising, gate receipts etc.)

TOTAL REVENUE \$ _____

ACTUAL EXPENSES

Clinician or Officials:

Game Fees: # of games _____ X \$ _____ per game \$ _____

Honoraria: \$ _____ per hour X _____ hour \$ _____

Travel Cost: \$ _____

Accommodation/Meals: \$ _____

Equipment: _____ \$ _____
(Please specify)

Administration: _____ \$ _____

Facility Rental: _____ X _____ = \$ _____
of hours Rate per hour

Other: _____ \$ _____ >

TOTAL EXPENSES \$ _____

“Revenue over expenses” \$ _____

(If your application is projecting a surplus, please provide an explanation on what you will be using this surplus for)

TRAVEL ASSISTANCE GRANT APPLICATION FORM

Category

(Please check the one grant under which you are applying for assistance)

- Athlete Travel Assistance – Provincial Team Program
- Athlete Travel Assistance – Provincial Championship
- Team Travel Assistance – Provincial Championship
- Coach/Official Travel Assistance – Seminars/Conferences
- Coach/Official Travel Assistance – Certification Course

**** Please note that eligibility does not ensure assistance**

Name: _____ Sport: _____

Mailing Address: _____ Postal Code: _____

Phone: _____ (h) _____ (w) _____ (c)

E-mail: _____ Fax: _____

Cheque payable to: _____

Signature of Applicant: _____ Date: _____

 Name of Program/Championship/Course: _____

Level of Course (if applicable) _____

Location of Program/Championship/Course: _____ Dates: _____

Total number of trips required: _____

(Note: include the number of trips required to attend the event as if you were traveling back and forth)

Participants Traveling (include coaches/managers) # of Male _____ # of Females _____

Ages of Travelers (athletes only): _____ to _____

Total Cost \$ _____

Please list all other sources of Revenue: (Sponsorships/school/club/team etc...)

Office use only:

Distance from home community to host community: _____ kms Total km traveled _____ -300 km _____

Travel Assistance Requested:

_____ kms x \$.10/ km (Individual) = \$ _____

_____ kms x \$.20/ km (team of 10 members or less) = \$ _____

_____ kms x \$.30/ km (team of 11-16 members) = \$ _____

_____ kms x \$.40/ km (team of 17 members and up) = \$ _____

Office use only:

Account # _____

Approved: _____

PO# _____ Date: _____

COMMUNITY DEVELOPMENT GRANT APPLICATION FORMS



INTRODUCTION OF A NEW SPORT

** Please note that eligibility does not ensure assistance.

**All applications must include a signed covering letter indicating the nature of their sport development initiative/program and the benefit expected if they receive the grant. Applications must also include a budget.

Host Organization Information:

Club/School/Association Name: _____ Sport: _____

Have you consulted with the applicable Provincial Sport Organization in developing the new program?
Yes [] No []

Mailing Address: _____ Postal Code: _____

Applicant Name: _____

Make cheque payable to: _____

Phone: _____ (h) _____ (w) _____ (c)

Fax: _____ E-mail: _____

Applicants Signature: _____ Date: _____

Program Information:

Name of Program: _____

Program Partners: _____

Program dates: _____

Location (s): _____

Participating Towns/Communities/Regions/Schools: _____

Total expected # of participants Males [] _____ Females [] _____

Age Range of Participants: from _____ to _____

**In relation to a school based "introduction of a new sport" the sport must be extracurricular based (not curriculum based) and the new sport must demonstrate training, competitions and be led by a qualified coach.

Office use only:
Account # _____
Pre- Approved: \$ _____
Letter sent ____ Date: _____



PROPOSED BUDGET INTRODUCTION OF A NEW SPORT

(This report must be enclosed with your application, please complete all applicable sections)

ESTIMATED REVENUE

Registration fees: _____ X _____ = \$ _____
of participants registration fee

Host Organization Contribution: \$ _____

Partner Organization Contribution: \$ _____

Sponsorship / Donations: \$ _____

Other: (Please specify; fundraising, gate receipts etc.) \$ _____

TOTAL REVENUE \$ _____

ESTIMATED EXPENSES

Clinician or Officials:

Game Fees: # of games _____ X \$ _____ per game \$ _____

Honoraria: \$ _____ per hour X _____ hour \$ _____

Travel Cost: \$ _____

Accommodation/Meals: \$ _____

Equipment: _____ \$ _____
(Please include a detailed list)

Note:

- Equipment may not be personally owned, must be organization or club owned
- Not for the purchase of expendable equipment (balls, player uniforms or warm up clothes, etc.)

Administration: _____ \$ _____
(Please specify)

Facility rental: _____ X _____ = \$ _____
of hours Rate per hour

TOTAL EXPENSES \$ _____

EXPENSES OVER REVENUE \$ _____

GRANT AMOUNT REQUESTED \$ _____

(If your application is projecting a surplus, please provide an explanation on what you will be using this surplus for)

POST EVENT REPORT INTRODUCTION OF A NEW SPORT



Project/Event Information

Name of Program: _____

Sport: _____ Date(s) of Program: _____ to _____

Location: _____ Participating Towns/Communities/Regions: _____

Participants: Males _____ Females _____ Final # of participants: _____

Age Range of Participants: from _____ to _____

Information Verification Statement

I confirm that the above information to be true and accurate and I have enclosed copies of all expense receipts/invoices to verify the financial statement.

Claimant's Name: _____ Title/Position: _____

Phone # : _____ (h) Phone # : _____ (w)

Mailing Address: _____ Postal Code: _____

Cheque made payable to: _____

Claimant's Signature: _____ Date: _____

Note: Post Event report must include a budget and receipts

Office use only: Account # _____ Approved: \$ _____ PO# _____ Date: _____
--



ACTUAL REVENUE

Registration fees: _____ X _____ = \$ _____
of participants registration fee

Host Organization Contribution: \$ _____

Partner Organization Contribution: \$ _____

Sponsorship / Donations: \$ _____

Other: _____ \$ _____
(Please specify; fundraising, gate receipts etc.)

TOTAL REVENUE \$ _____

ACTUAL EXPENSES

Clinician or Officials:

Game Fees: # of games ____ X \$ _____ per game \$ _____

Honoraria: \$ _____ per hour X _____ hour \$ _____

Travel Cost: \$ _____

Accommodation/Meals: \$ _____

Equipment: _____ \$ _____
(Please include a detailed list)

Note:

- Equipment may not be personally owned, must be organization or club owned
- Not for the purchase of expendable equipment (balls, player uniforms or warm up clothes, etc.)

Administration: _____ \$ _____
(Please specify)

Facility rental: _____ X _____ = \$ _____
of hours Rate per hour

TOTAL EXPENSES \$ _____

“Revenue over expenses” \$ _____

(If your application is projecting a surplus, please provide an explanation on what you will be using this surplus for)



COMMUNITY DEVELOPMENT GRANT APPLICATION FORMS

BINGO ALLOCATIONS

* Please note that eligibility does not ensure assistance.

**All applications must include a signed covering letter indicating the nature of their sport development initiative/program and the benefit expected if they receive the grant. Applications must also include a budget.

Host Organization Information:

Club/School/Association Name: _____ Sport: _____

Sport Associations/Clubs/Teams only:

Are you a registered member of the Provincial Sport Organization for this sport? Yes No

Mailing Address: _____ Postal Code: _____

Applicant Name: _____

Make cheque payable to: _____

Phone: _____ (h) _____ (w) _____ (c)

Fax: _____ E-mail: _____

Applicants Signature: _____ Date: _____

Project/Event Information

Name of Project/Event/Program: _____

Other Project/Event/Program Partners: _____

Date of Project/Event/Program: _____

Location: _____ Total expected # of participants: _____

Participating Towns/Communities/Regions: _____

Participants Involved: Males Females Athletes Coaches Officials

Age Range of Participants: from _____ to _____

Office use only:
Account # _____
Pre- Approved: \$ _____
Letter sent ____ Date: _____



PROPOSED BUDGET BINGO ALLOCATIONS

(This report must be enclosed with your application.)

Please complete all applicable sections

ESTIMATED REVENUE

Registration fees: _____ X _____ = \$ _____
of participants registration fee

Host Organization Contribution: \$ _____

Partner Organization Contribution: \$ _____

Sponsorship / Donations: \$ _____

Other: (Please specify; fundraising, gate receipts etc.) \$ _____

TOTAL REVENUE \$ _____

ESTIMATED EXPENSES

Clinician or Officials:

Game Fees: # of games _____ X \$ _____ per game \$ _____

Honoraria: \$ _____ per hour X _____ hour \$ _____

Travel Cost: \$ _____

Accommodation/Meals: \$ _____

Equipment: _____ \$ _____
(Please provide a detailed list)

Administration: _____ \$ _____
(Please specify)

Facility rental: _____ X _____ = \$ _____
of hours Rate per hour

TOTAL EXPENSES \$ _____

EXPENSES OVER REVENUE \$ _____

GRANT AMOUNT REQUESTED \$ _____

(If your application is projecting a surplus, please provide an explanation on what you will be using this surplus for)



POST EVENT REPORT BINGO ALLOCATIONS

Project/Event Information

Name of Project/Event/Program: _____

Sport: _____ Date(s) Project/Event/Program _____ to _____

Location: _____ Participating Towns/Communities: _____

Participants: Males _____ Females _____ Final # of participants: _____

Age Range of Participants: from _____ to _____



Information Verification Statement

I confirm that the above information to be true and accurate and I have enclosed copies of all expense receipts/invoices to verify the financial statement.

Claimant's Name: _____ Title/Position: _____

Phone # : _____ (h) Phone # : _____ (w)

Mailing Address: _____ Postal Code: _____

Cheque made payable to: _____

Claimant's Signature: _____ Date: _____

Note: Post Event report must include a budget and receipts

<p>Office use only:</p> <p>Account # _____</p> <p>Approved: \$ _____</p> <p>PO# _____ Date: _____</p>



ACTUAL REVENUE

Registration fees: _____ X _____ = \$ _____
of participants registration fee

Host Organization Contribution: \$ _____

Partner Organization Contribution: \$ _____

Sponsorship / Donations: \$ _____

Other: _____ \$ _____
(Please specify; fundraising, gate receipts etc.)

TOTAL REVENUE \$ _____

ACTUAL EXPENSES

Clinician or Officials:

Game Fees: # of games ____ X \$ _____ per game \$ _____

Honoraria: \$ _____ per hour X _____ hour \$ _____

Travel Cost: \$ _____

Accommodation/Meals: \$ _____

Equipment: _____ \$ _____
(Please provide a detailed list)

Administration: _____ \$ _____
(Please specify)

Facility rental: _____ X _____ = \$ _____
of hours Rate per hour

TOTAL EXPENSES \$ _____

“Revenue over expenses” \$ _____

(If your application is projecting a surplus, please provide an explanation on what you will be using this surplus for)



COMMUNITY DEVELOPMENT GRANT APPLICATION FORMS

SPORT SPECIAL INITIATIVES GRANT

* Please note that eligibility does not ensure assistance.

**All applications must include a signed covering letter indicating the nature of their sport development initiative/program and the benefit expected if they receive the grant. Applications must also include a budget.

Host Organization Information:

Club/School/Association Name: _____ Sport: _____

Sport Associations/Clubs/Teams only:

Are you a registered member of the Provincial Sport Organization for this sport? Yes No

Mailing Address: _____ Postal Code: _____

Applicant Name: _____

Make cheque payable to: _____

Phone: _____ (h) _____ (w) _____ (c)

Fax: _____ E-mail: _____

Applicants Signature: _____ Date: _____

Project/Event Information

Name of Project/Event/Program: _____

Other Project/Event/Program Partners: _____

Date of Project/Event/Program: _____

Location: _____ Total expected # of participants: _____

Participating Towns/Communities/Regions: _____

Participants Involved: Males Females Athletes Coaches Officials

Age Range of Participants: from _____ to _____

Office use only:
Account # _____
Pre- Approved: \$ _____
Letter sent ____ Date: _____



PROPOSED BUDGET SPECIAL INITIATIVES

(This report must be enclosed with your application.)

Please complete all applicable sections

ESTIMATED REVENUE

Registration fees: _____ X _____ = \$ _____
of participants registration fee

Host Organization Contribution: \$ _____

Partner Organization Contribution: \$ _____

Sponsorship / Donations: \$ _____

Other: (Please specify; fundraising, gate receipts etc.) \$ _____

TOTAL REVENUE \$ _____

ESTIMATED EXPENSES

Clinician or Officials:

Game Fees: # of games _____ X \$ _____ per game \$ _____

Honoraria: \$ _____ per hour X _____ hour \$ _____

Travel Cost: \$ _____

Accommodation/Meals: \$ _____

Equipment: _____ \$ _____
(Please provide a detailed list)

Administration: _____ \$ _____
(Please specify)

Facility rental: _____ X _____ = \$ _____
of hours Rate per hour

TOTAL EXPENSES \$ _____

EXPENSES OVER REVENUE \$ _____

GRANT AMOUNT REQUESTED \$ _____

(If your application is projecting a surplus, please provide an explanation on what you will be using this surplus for)



POST EVENT REPORT SPECIAL INITIATIVES

Project/Event Information

Name of Project/Event/Program: _____

Sport: _____ Date(s) Project/Event/Program _____ to _____

Location: _____ Participating Towns/Communities/Regions: _____

Participants: Males _____ Females _____ Final # of participants: _____

Age Range of Participants: from _____ to _____



Information Verification Statement

I confirm that the above information to be true and accurate and I have enclosed copies of all expense receipts/invoices to verify the financial statement.

Claimant's Name: _____ Title/Position: _____

Phone # : _____ (h) Phone # : _____ (w)

Mailing Address: _____ Postal Code: _____

Cheque made payable to: _____

Claimant's Signature: _____ Date: _____

Note: Post Event report must include a budget and receipts

<p>Office use only:</p> <p>Account # _____</p> <p>Approved: \$ _____</p> <p>PO# _____ Date: _____</p>



ACTUAL REVENUE

Registration fees: _____ X _____ = \$ _____
of participants registration fee

Host Organization Contribution: \$ _____

Partner Organization Contribution: \$ _____

Sponsorship / Donations: \$ _____

Other: _____ \$ _____
(Please specify; fundraising, gate receipts etc.)

TOTAL REVENUE \$ _____

ACTUAL EXPENSES

Clinician or Officials:

Game Fees: # of games ____ X \$ _____ per game \$ _____

Honoraria: \$ _____ per hour X _____ hour \$ _____

Travel Cost: \$ _____

Accommodation/Meals: \$ _____

Equipment: _____ \$ _____
(Please provide a detailed list)

Administration: _____ \$ _____
(Please specify)

Facility rental: _____ X _____ = \$ _____
of hours Rate per hour

TOTAL EXPENSES \$ _____

“Revenue over expenses” \$ _____

(If your application is projecting a surplus, please provide an explanation on what you will be using this surplus for)

9. OTHER GRANT ASSISTANCE AVAILABLE



MANITOBA FOUNDATION FOR SPORTS

SCHOLARSHIP PROGRAM

2009/2010 MANITOBA FOUNDATION FOR SPORTS

a) OVERVIEW:

The Manitoba Foundation for Sports scholarship program administered by Sport Manitoba was established in 1992 to support young athletes, who continue to participate in amateur sport while pursuing a post secondary education on a full time basis.

b) PURPOSE:

The program's emphasis is placed on athletes who have competed at the provincial level or higher during the past season, and who have maintained a high level of academic standing, while showing a commitment to amateur sport through their involvement in coaching, officiating and volunteer activities. The number of scholarships awarded annually will vary, based on the number of applicants and the funds available for distribution. The top applicant in each category will be awarded the Manitoba Foundation for Sports Milt Stegall Scholarship.

In recognition of the Winnipeg Blue Bomber receiver's contributions to the community, The Province of Manitoba, Sport Manitoba and the Manitoba Foundation for Sports will provide a scholarship of \$1,000 to a graduating high school student entering a post secondary institution and \$2,000 to a student in their second or subsequent year in a post secondary institution in the name of Stegall, who is the Canadian Football League's all-time leader for touchdowns.

c) GRANTS AVAILABLE:

Scholarships are valued at \$500 for students entering the first year of a post secondary program, and \$1,000 for students entering the second or subsequent year of a post secondary program. Confirmation of the scholarship amounts will be dependent on annual funds available for distribution.

d) ELIGIBILITY CRITERIA:

- Applicants must have participated in amateur sport in 2008 as a member of one of Sport Manitoba's recognized sport partners;
- Not have received this scholarship more than three times previously;
- Be attending university or college as a full time student for the next regular academic session;
- Have been a resident of Manitoba since April 1, 2008

Formal application available at 4th Floor, 200 Main Street or Sport Manitoba's website at www.sportmanitoba.ca

Application due: March 27, 2009 to:
Scholarship Application
Manitoba Foundation for Sports
200 Main Street, Winnipeg, MB. R3C 4M2



WHAT IS KIDSPORT?

KidSport is a children's charity designed to help children, 18 and under, overcome financial barriers so they can participate in sport. KidSport Manitoba assists families in need to register their children in sport programs by providing assistance with registration fee costs.

KIDSPORT FUNDING

KidSport Manitoba is sustained by contributions from individuals and corporate sponsors and donations will vary from year to year. Eligibility does not ensure assistance and or amounts may be less than requested depending on funds available at time of application.

KIDSPORT EQUIPMENT

KidSport also collects and distributes new and used sporting equipment to children who cannot afford to purchase their own. Equipment is provided, as it is available, to either individuals (for personal owned equipment) and to organizations (for club owned equipment)

ELIGIBILITY GUIDELINES:

- Financial assistance to individual athletes is designed to help those who would not play a sport without KidSport.
- Funds are disbursed up to a maximum of \$300 in a calendar year per athlete.
- Preference is given to athletes who are being introduced into organized sport.
- Sport activities must be affiliated with organizations recognized by Sport Manitoba.
- Funds are given for structured sport activities led by a qualified coach.
- Costs relating to camps, travel, championships, etc. do not qualify.
- KidSport Manitoba issues cheques directly to the organization on behalf of the athlete.
- Allow approximately 30 days for notification of applicant status following the application deadline.

DEADLINES TO SUBMIT AN APPLICATION:

April 30 and October 15 of each year (July 15 is an additional deadline for the Winnipeg Region Only)

(Please apply for sessions starting between these dates at the earlier deadline. For example if one session of your sport is Oct to Dec, and the second is Jan to March, apply for both in Oct.)

Funding will not be allocated until after the applicable deadlines

For an application please contact your Sport Manitoba Regional Manager
or

visit Sport Manitoba's website at
www.sportmanitoba.ca

c) Hosting N.C.C.P Theory Clinics

Program Purpose

Coaching Manitoba, with the organizational support of the Regional Sport Councils, offers N.C.C.P Introduction to Competition A and B as well as Competition Development Coaching Courses throughout the entire year. These clinics are open to coaches from all sports. They cover important aspects and principles of coaching including the Make Ethical Decisions (MED), nutrition, planning a practice, designing a sport program, mental preparation, sport safety and skill development and analysis.

Criteria

- Applications can be made directly to the Regional Sport office to request the hosting of a specific clinic in their community/district, or through Coaching Manitoba.
- There is no pre-requisite for coaches attending an N.C.C.P Introduction to Competition A or B Clinic; Level 3 requires full certification at Level 2 (Introduction to Competition A & B with Technical and Practical Level 1 and 2).
- Theory Clinics Length/Cost:
 - Introduction to Competition A = 12 hours \$65.00
 - Introduction to Competition B = 14 hours \$65.00
 - Level 3 = 28 hours \$150.00
- Minimum of 7 participants. Maximum 20 participants.

Funding Levels

- To keep the costs of registration consistent from sport to sport and throughout the entire province, Coaching Manitoba subsidizes the cost of hosting all N.C.C.P Theory clinics
- Regional funding is not available to offset the cost of the individual coach's registration fees. It is expected that these fees will be paid by the club/team/school whose athletes they are coaching
- See Page 12 for Travel Assistance for Coaches attending N.C.C.P Clinics

Coaching Manitoba

200 Main Street

Winnipeg, MB

R3C 4M2

Tel: (204) 925-5913

Fax: (204) 925-5916

Toll Free: 1-888-887-7307

[Email: Tomhammond@sport.mb.ca](mailto:Tomhammond@sport.mb.ca)

D) HOSTING SPORT SPECIFIC - N.C.C.P COACHES & OFFICIALS CERTIFICATION CLINICS

Program Purpose

- Designed to support Provincial Sport Organizations in the delivery of their sport's technical N.C.C.P Coaches and Officials technical certification courses.

Criteria

- Community based sport partners should apply in advance to the SPECIFIC Provincial Sport Organization (PSO), to allow for proper coordinated planning and scheduling.
- Applications are made directly to the appropriate PSO* to request the hosting of a specific Coaches or Official Certification Clinic in their community/district
- There is no pre-requisite for coaches attending a N.C.C.P Level I Technical Clinic; Levels II and up require certification at the next lowest level
- Minimum of 7 participants, unless otherwise approved by Coaching Manitoba (coaches clinics) or Sport Manitoba (officials clinics).

Coaching Manitoba

200 Main Street

Winnipeg, MB

R3C 4M2

Tel: (204) 925-5913

Fax: (204) 925-5916

Toll Free: 1-888-887-7307

Email: Tomhammond@sport.mb.ca

COACHING MANITOBA

NCCP MULTI-SPORT THEORY

ROLES & RESPONSIBILITY

Coaching Manitoba will:

- Maintain contact with the host community to monitor registrations and ensure all course facility requirements are met.
- Provide all course materials.
- Arrange for qualified Learning Facilitators.
- Pay all eligible expenses including Learning Facilitator honoraria, facility fees, equipment rental fees, accommodations, and transportation.
- Accept registrations with payment for all Manitoba clinics (by mail or in person) by individual coaches or forwarded by the Regional Sport Association. Community hosts may accept registrations on behalf of Coaching Manitoba; however, following the course all registrations and registration fees must be forwarded to the NCCP Coordinator at Coaching Manitoba.
- Pay for any advertising costs incurred by the respective Regional Sport Council. All advertising or promotional material must use the NCCP logo, the Coaching Manitoba logo and the Sport Manitoba logo.
- Book hotel facilities and/or transportation for Learning Facilitators as required.

Course Host will:

- Ensure you have a **minimum** of seven (7) **paid** registrants 2 weeks before the start date of the course. Failure to have seven (7) **paid** registrants by the 2-week deadline could result in the course being cancelled.
- Book a facility (unless otherwise arranged with Coaching Manitoba) which supports an educational environment with good lighting, chairs, tables, desks. A classroom or meeting room is preferred but is not necessary. The facility should accommodate the maximum of 20 participants.
- Maintain ongoing contact with Coaching Manitoba regarding registration information and general information of the clinic.
- Ensure all necessary equipment is available at host facility including overhead projector and screen, TV and VCR and DVD, chalkboard/whiteboard, flip chart with stand, audio tape player (for Level 3 clinics only) and extension cord.
- Invoice Coaching Manitoba for any facility/equipment costs (all costs **must** be approved prior to course taking place) OR Coaching Manitoba will pay the facility fees directly.
- Maintain communication and coordinate with the respective Regional Manager regarding advertising and promotion of the clinic.
- Promote registration with either Coaching Manitoba or the respective Regional Manager.
- Accept registrations and registration payments on behalf of Coaching Manitoba. All cheques must be made out to **Sport Manitoba**.
- Ensure a host representative is at the course location at least one half hour before each session for set up and to ensure the course begins on time.

e) WOMEN IN SPORT INITIATIVES (SPORT MANITOBA)

Sport Manitoba believes that girls and women should have access to a complete range of opportunities and choices in sport, and equity as both participants and sport leaders. Sport Manitoba provides support and leadership through:

- Gender equity information and guidelines to participating and partner organizations through consultation and printed resources
- Women in Sport Leadership Seminars
- Women in Sport Newsletter
- Resource library for women in sport issues
- Canadian Association for the Advancement of Women in Sport

Sport Manitoba

4th Floor, 200 Main Street

Winnipeg MB R3C 4M2

Phone: (204) 925-5605

Fax: (204) 925-5916

Email: info@sport.mb.ca

Web Site: <http://www.sportmanitoba.ca/programs/womensport.php>

F) THE ESTEEM TEAM PROGRAM

Esteem Team is a national not-for-profit organization with one goal: Athletes inspiring & educating youth to reach their full potential. Esteem Team provides face-to-face, interactive presentations geared to youth of all backgrounds in grades 4 – 12, through schools, community centres and sports clubs. Most presentations are between 45-60 minutes and include a pre- and post-presentation activity sheet.

Esteem Team athletes inspire young people to have the courage to achieve what they want to do in life. They spark imagination, excitement and share the lessons of life learned on the playing field. Our roster of presenters includes most of Canada's high profile Olympic and Paralympic athletes.

Booking Details: To get more information, please call Toll Free: 1 866 ESTEEM-1 or fill out our online request form at www.esteemteam.com. The cost for a presentation is \$150 for groups under 300, \$175 for groups between 300-500 and \$250 for groups over 500.

NOTE:

The Manitoba Physical Education Teachers Association offers funding opportunities to its members to offset part or all of the costs associated with bringing an Esteem Team speaker into their school. For further information and an application form please contact:

Schools Physical Activity Coordinator
Manitoba Physical Education Teachers Association
200 Main Street
Winnipeg, MB R3C 4M2
Phone: (204) 926-8357
Email: mpeta@shaw.ca

g) MANITOBA COMMUNITY SERVICES COUNCIL INC.

Purpose:

Established in 1984 by the Province of Manitoba, as part of an umbrella system, to serve the voluntary sector in Manitoba. MCSC's role is to allocate funds and/or bingo events to Manitoba organizations qualifying as participants under the Community Services umbrella. MCSC funds projects and services of community service, recreation, and community sports organizations.

Eligibility:

Nonprofit volunteer organizations that may provide various community services for the benefit of their communities. Recreation, youth, senior's services, health-related services, and other social services are among those considered by the Council.

Criteria:

The Organization applying must:

- Be a nonprofit body which seeks funds for a purpose deemed by the Council to be a community service serving more of the community than the self-interest of the organization's Board of Directors
- Be managed by a board of volunteers, which assumes accountability to the community and meets at least four times a year. The board serves without remuneration
- Have been in existence for at least one year
- Have a plan of organization, develop an annual budget, operate on a sound fiscal basis, maintain an adequate system of records and reports, and publish an annual financial report, which has been audited by an accountant or other board member(s)
- Make effective use of volunteers wherever possible
- Ensure that any staff it employs are qualified by training, experience, or both

Type of Assistance:

Amount varies. Grants may be approved at a level lower than requested. Approval may be given for only a specific part of the request.

The Manitoba Community Services Council, Inc. grants monies in two forms:

a) Grants from the Grant Fund and/or

b) Permission to participate in Bingo events. The Bingo events are held in Winnipeg's two large Bingo halls, McPhillips Street Station and Club Regent and require the organization to provide a minimum of 10 volunteers per event. Volunteers assisting with Bingo events must be at least 18 years of age.

Contact:

Manitoba Community Services Council Inc.
102-90 Garry Street, Winnipeg MB R3C 4H1
Phone: (204) 940-4450 Fax: (204) 453-2692
Email: applications@mbcsc.ca
Web Site: <http://www.mbcsc.ca>

h) MANITOBA CULTURE, HERITAGE, TOURISM & SPORT

COMMUNITY PLACES PROGRAM

Purpose:

The Community Places Program helps non-profit organizations to improve quality of life within their communities. The program provides funding for the upgrading, construction or acquisition of buildings and other facilities that provide lasting, long-term benefits to community residents.

Eligibility:

Community groups sponsoring projects involving the construction, purchase, upgrading or expansion of recreational and sport facilities, centres can apply to the Program for up to 50% of the first \$15,000 of project costs and up to 1/3 of project costs over that amount. The maximum grant is \$50,000.

Technical Consultation Services:

These services are provided by the Program's Facility Consultant who assists community groups in the planning and development of facility projects. Consultations include planning and design advice, project and operating cost projections, information on regulatory requirements, the provision of schematic drawings and assistance with the tendering process.

Criteria:

Eligible to apply are non-profit community organizations throughout Manitoba with the exception of public schools, universities, hospitals, nursing homes, commercial co-operatives and federal, provincial and City of Winnipeg departments and agencies. Ineligible projects include those involving housing, worship space and municipal services.

Project Funding:

Project sponsors' contribution to project costs can include locally raised funds, other non-Provincial sources, volunteer labour, donated materials and loaned heavy construction equipment. In communities under the jurisdiction of the Northern Affairs Act, Manitoba Aboriginal and Northern Affairs may provide the local government portion of eligible project costs.

Type of Assistance:

Grant Payment Process:

Community Places Grants are paid to project sponsors in installments based on project progress. Projects are monitored by Program staff in Winnipeg and by Culture, Heritage and Tourism regional staff in the rest of the province.

Contact:

Manitoba Culture, Heritage and Tourism: Community Places Program

3rd Floor - 213 Notre Dame Avenue, Winnipeg MB R3B 1N3

Phone: (204) 945-0502 Fax: (204) 948-2086

Email: mcpp@gov.mb.ca

Web Site: <http://www.gov.mb.ca/chc/grants/cpp.html>

i) MANITOBA IN MOTION

In motion is a provincial strategy to help all Manitobans make physical activity part of their daily lives for health and enjoyment. Our vision is to make Manitobans healthier by increasing physical activity in the province by 10 per cent by the year 2010.

Most of us already know the importance of active living. Physical activity increases energy, reduces stress, strengthens the heart and lungs and helps us reach and maintain a healthy body weight. The result is a better quality of life for people of all ages. Yet less than half of all Manitobans get enough physical activity to gain those health benefits.

The provincial government has joined with community partners in physical activity, health, healthy living, recreation, sport and education to raise activity levels and reduce barriers to physical activity.

Physical Activity Grants

Purpose of the Grants

Funding is available to help community partnerships plan and implement ways to increase physical activity among citizens of all ages.

Who can apply?

Eligible applicants include local partnerships consisting of municipalities and non-profit community organizations and coalitions.

We encourage partnerships to involve all stakeholders including the health, recreation and sport and education sectors. We also encourage participation of citizen groups such as seniors' organizations, parent-child coalitions, service clubs and others.

What projects can be funded?

Funds can be used for a wide range of activities that help increase physical activity.

Some examples:

- developing an action plan to become a "**Community in motion**"
- increasing the awareness among citizens of the health and personal benefits of active living;
- removing barriers to physical activity;
- developing ways to reach inactive groups of people;
- providing new or expanded opportunities for active living; and
- creating local policy, plans, and programs for physical activity.

Funds must be used for new or expanded activities and not for existing programs and services.

How much funding is available?

Applicants may apply for up to 50 per cent of total project costs to a maximum of \$3,000 (three thousand dollars).

Applicants' contributions to the project can include cash, documented in-kind support or a combination of both. In-kind support might include such contributions as:

- the donation of program equipment and materials;
- leadership and other staffing costs; and
- facility costs if a fee would normally be charged.

Records of in-kind contributions must be kept and may be requested.

How to apply

Complete the **Manitoba *in motion*** Physical Activity Grant Application (attached) and submit to:

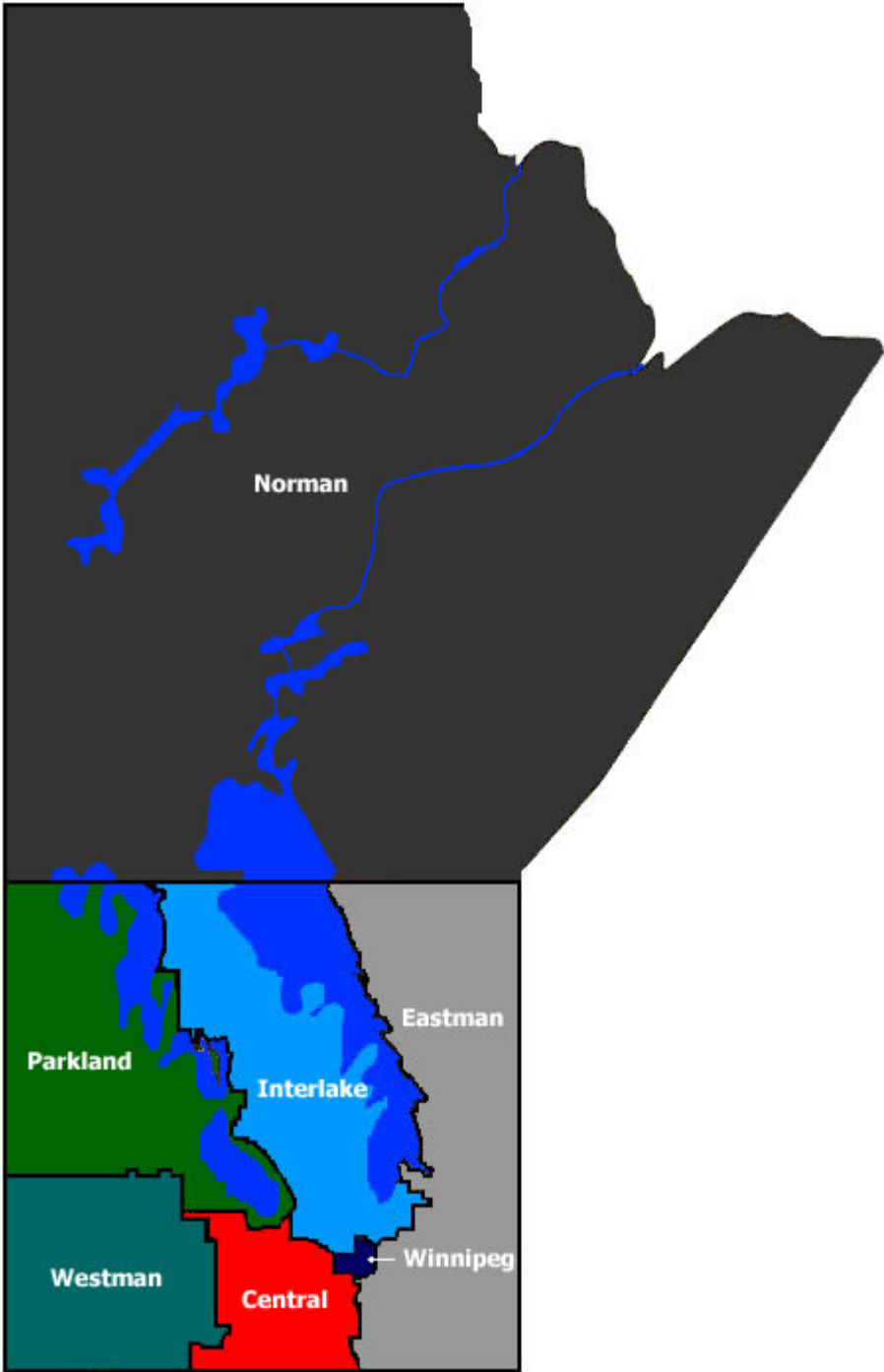
Manitoba Healthy Living
Manitoba *in motion*
2nd floor, 300 Carlton Street
Winnipeg MB R3B 3M9
Fax: (204) 948-2366
E-mail: bhoover@gov.mb.ca

j) SPORT MEDICINE COUNCIL OF MANITOBA

Speaker's Bureau - This bureau, made up of a group of Sport Medicine Council professionals, is designed to provide speakers for groups on various topics and issues relating to sport medicine, general health and substance use in sport. Topic areas include but are not limited to sport medicine, informed decision making related to substance use, psychology, nutrition and sport sciences.

Craig Baker
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Sport Medicine Council of Manitoba
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<http://www.sportmed.mb.ca>

10. REGIONAL MAP



For more detailed map please go to www.sportmanitoba.ca/about/regional_offices.php

or contact your regional manger at 1-866-774-2220