



Community and
Cultural Affairs

Sport & Recreation

Provincial Amateur Sport Support Program

2007-2008

Amateur Sport Support Program

Introduction

With the signing of the Provincial Sport Strategy government and provincial sport organizations agreed to move toward a more dynamic and inclusive sport environment for Prince Edward Island that:

- ▶ **encourages** and enables all Islanders to experience and benefit from involvement in sport to the extent of their abilities and interest;
- ▶ **facilitates** increasing numbers of Islanders to perform consistently and successfully at highly competitive levels; and
- ▶ **positions** sport as a cornerstone of our health system and our community.

The goals of the Sport Strategy are:

- ▶ **Participation** – increasing levels of participation in sport, enabling anyone to participate, and encouraging lifelong participation.
- ▶ **Performance** – creating and sustaining an environment so that individuals can develop their sporting abilities.
- ▶ **Professionalism** – providing quality administrative and technical leadership for the benefit of our athletes, volunteers and other stakeholders.
- ▶ **Excellence** – achieving outstanding results through fair and ethical means.

The purpose of the Amateur Sport Support Program is to partner and provide funding support to provincial sport organizations whose vision and goals align with those of the Provincial Sport Strategy.

Funding will assist PSOs:

- ▶ in meeting their normal **administration/operation** expenses;
- ▶ in undertaking **projects** which promote the goals of the sport strategy (participation, performance, professionalism and excellence);
- ▶ by providing travel support for **team, individual and/or officials' travel** expenses;
- ▶ by providing support to high performance and **aspiring athlete, coach and/or officials**; and
- ▶ through the PSO **full-time executive director program**.

Criteria to Qualify for Assistance

In order to qualify for assistance under this program, organizations must meet the following criteria:

- ▶ The organization must be provincial in scope and provide evidence its primary sport activity is a physical activity involving training, performance and significant involvement of large muscle groups.
- ▶ The organization requires development of NCCP coaching personnel trained in both general subjects (e.g., bio mechanics, sport psychology, nutrition) and specific sport-specific skills.
- ▶ The organization requiring tactics, strategic methods, physical training and mental preparation and whose outcome is determined, within a rules framework, by skill not chance.
- ▶ The sport activity must occur in an amateur, organized, structured and competitive environment in which a winner is declared.
- ▶ The activity must occur in an environment which fosters ethically safe and sound experiences at all levels.
- ▶ The organizations's primary activity involves interaction of the participant(s) and the environment (air, water, ground, floor or special apparatus). No activity in which the performance of a motorized vehicle is the primary determinant of the outcome of the competition is eligible.
- ▶ The organization must have a registration membership of at least 50 **active** participants. **Active participants include coaches, officials, athletes and executive members who have paid a registration fee.**
- ▶ The organization must provide evidence that it is the provincial representative of a recognized national sport governing organization.
- ▶ The Sport and Recreation Division reserves the right to support additional organizations which meet all other criteria, have a strong provincial history and have viable sister organizations in a minimum of four other provinces.
- ▶ The department may consider organizations* who satisfy most of the criteria above, but presently do not have a structured Provincial Sport Organization. The organization must prove their individual(s)/ team(s) have competed at a provincial/regional championship in their sport and won the right to represent our province at a national, Atlantic, or international championship. All such events must be sanctioned by the sport's national and/or international sport governing body.

* Access travel support only

In addition to the preceding criteria, the following are requirements for Provincial Sport Organizations:

Provincial Sport Organizations (PSO)

- ▶ The organization must be able to assist in the provision of sport opportunities for all Islanders, including the development of athletes, coaches and officials via initiatives aimed at enhancing: participation, performance, professionalism and excellence.
- ▶ The organization must be properly constituted and have a proven record as a viable entity in sport development in more than one county. (Viable entity in a county is achieved when a minimum of 10 per cent of the total registered athletes in the province are from the second county).
- ▶ The organization must hold a publicly advertised annual general meeting at which time a full executive will be duly elected.
- ▶ The organization must be covered by adequate liability and accident insurance.
- ▶ The organization must have a provision within its constitution to allow members to call special meetings.
- ▶ Organizations agree to comply with the Canadian Policy Against Doping in Sport and assist with its implementation.
- ▶ The organization must be incorporated.
- ▶ The organization must be a member in good standing with Sport PEI.
- ▶ The organization must submit a two-year plan every two years, and in the alternate year provide an update to their “action plan.”

Financial Accountability

- ▶ The organization must be financially responsible, prepare and submit an annual financial statement and report which meet generally accepted accounting principles. The annual statement must either be audited, or have been exposed to a **Third Party Review** by a reputable organization* and/or individual.
- ▶ The organization must collect annual membership dues to subsidize basic member services and maintain a membership database to verify the same.

* As a result of Sport and Recreation Division discussions with Sport PEI, they are prepared to provide the **Third Party Review free of charge** to their member organizations. Organizations wishing this service **need to provide Sport PEI the following:**

(A) Administration:

- ▶ Copy of constitution and bylaws
- ▶ Copy of minutes of most recent Annual General Meeting (AGM) and minutes of any special general meeting held during the year of review
- ▶ Copy of annual return submitted to the provincial Corporations Division

(B) Financial:

- ▶ Income statements and balance sheet for the year under review
- ▶ Books of original entry: journals, cheque register, etc.
- ▶ Cancelled cheques and bank statements for the year or review
- ▶ List of:
 - Cash accounts including investments
 - Accounts receivable
 - Accounts Payable
 - Inventories (at cost)
 - Invoices and receipts for expenditures

Objectives of the Amateur Sport Support Program

The objectives of the program are:

- ▶ **to enhance the goals of the Provincial Sport Strategy (participation, performance, professionalism and excellence);**
- ▶ to support the day-to-day administration/ operation of provincial/regional sport organizations;
- ▶ to support elite athletes, coaches and/or officials in training;
- ▶ to encourage amateur sport programming, through the provision of contributions, to assist in the carrying out of appropriate projects; and
- ▶ to support teams attending bona fide regional, Atlantic, Eastern Canadian and national championships (as sanctioned by the respective sport's national governing body).

Funding Categories

Provincial sport organizations may apply for funding support under the following categories:

Administration/Operation Grant Categories

Provincial sport organizations

- ▶ Organizations having a membership of more than 1,000 may qualify for **up to \$2,000**.
- ▶ Organizations with a membership of less than 1,000 may qualify for **up to \$1,000**.

Project Grants

All provincial sport organizations are eligible to apply for project grants. **Projects focussed on participation, performance, professionalism and excellence** aimed at athlete, coach and/or official technical development, leadership development, etc., will be considered priority.

Eligible Project Funding Areas

- ▶ **Participation** – Projects intended to increase levels of participation in sport, enabling everyone to participate and encouraging lifelong participation.

- ▶ **Performance** – Projects intended to create and sustain an environment so that individuals can develop their sporting abilities.
- ▶ **Professionalism** – Projects intended to provide quality administrative and technical leadership for the benefit of our athletes, volunteers and other stakeholders. **Projects aimed at the new NCCP training of learning facilitators.**
- ▶ **Excellence** – Projects to achieve outstanding performance results through fair and ethical means.

Application Procedures

- ▶ All projects must contain a **detailed projected budget**.
- ▶ All projects must show all revenue sources (i.e., athlete, team official contribution, PSO, NSO, or sponsorship contribution).
- ▶ All projects must be prioritized upon submission.
- ▶ All projects must provide a short note indicating expected **measurable outcomes** of each initiative.

Note:

At application time, each PSO must clearly indicate in a brief note on the anticipated **measurable** outcome(s)/ impact of the project(s) it applied for. Upon filing for funding the following year, all projects receiving support must submit a short note clearly indicating how each initiative did or did not meet its projected measurable outcomes/impact.

Travel Funding

The program is intended to support provincial sport organization member team(s), athlete(s), coach(s) and or official(s), who through a provincial/regional qualifier, win the right to attend bona fide Maritime, Atlantic, Eastern Canadian, National and International Championships¹ as sanctioned by their respective National Sport Organization (NSO) or International Sport Organization (ISO).

Each organization must have in place and submit their sport's minimum level of certification required for team officials to take teams to the event for which they are applying. Only teams with coaches meeting their PSO's minimum certification are eligible to receive funding.

Funding to Attend Competitions

Competitions in Nova Scotia and New Brunswick

Team Sports: **Up to a maximum of \$300** to assist in attending eligible competitions.

Individual Sports: **Up to a maximum of \$30** per athlete, **up to a maximum of \$300** per sport.

Competitions in Newfoundland, Quebec and Ontario

Team Sports: **Up to a maximum of \$1,000** per team.

Individual Sports: **Up to a maximum of \$100** per athlete, to a maximum of \$1,000 per sport.

Competitions West of Ontario

Team Sports: **Up to a maximum of \$1,200** to assist in attending eligible competitions.

Individual Sports: **Up to a maximum of \$120** per athlete, **up to a maximum of \$1,200** per team.

* Maximum travel support per PSO is **up to** \$8,000 annually.

* *Individual sports having different age classifications attending the same event will be considered one team for the purpose of this funding.*

* *PSO must ensure all their teams receiving government funding for travel acknowledge such contribution.*

* *Team or athlete must have qualified through a provincial/regional elimination process.*

* *Canada Games teams are not eligible to access ASSP travel and Canada Games travel.*

* *Teams who share and/or are reimbursed financially from the event are not eligible for travel support.*

¹ *Support will be considered for individual(s)/team(s) who have qualified through a national competition to attend an International event.*

Other Government Funding Support

PEI Provincial Games – In year two of a four-year Canada Games preparation plan, the Sport and Recreation Division will support provincial games. Provincial sport organizations are encouraged to use provincial games as an opportunity to further develop their athletes, coaches and officials, while furthering the objectives of our Provincial Sport Strategy in all regions of the province. Each Canada Games PSO is encouraged to use provincial games as a talent identification for the upcoming Canada Games and/or part of their overall development program.

Canada Games – the Sport and Recreation Division will fund Canada Games training teams in each of three years preceding their preparation plan. Funding will be separate from the annual PSO funding process and deadlines and teams will be funded directly through their coaches. PCGC Inc. will meet with all PSOs involved in each set of games 40 months prior to each set of games to initiate this process.

Full-time Executive Director Program

Background

The Government of Prince Edward Island recognizes the tremendous contribution Provincial Sport Organizations make to the development of amateur sport. With the ever-increasing demand on these volunteer organizations from local, provincial and national interests there is a need and a recognition from government to partner with those PSOs who as a single entity, or a collective are ready and able, to hire a full-time executive director to aid in managing the administrative, day-to-day aspects of the organization's business.

Sport and Recreation Division will provide each PSO who meets the eligibility requirements an annual grant of \$7,000. Interested PSOs should contact Sport PEI who manages the program.

High Performance/Aspiring Athlete, Coach, Official Assistance

Background

Government recognizes the commitment and sacrifice athletes, coaches and officials make to further their high-performance goals. Such individuals may decide to further their pursuit of athletic excellence at university and/or college either within or outside our province or outside the country. They may further pursue excellence through provincial training centres, provincial sport organization programs, Canada Games, national championships, sport schools, etc. This exposure may further provide an opportunity for a select few to be part of their respective national sport organization's national program.

In order to assist an athlete, coach and/or official in their pursuit of excellence and, where no funding support is in place to assist them, the Sport and Recreation Division may provide a grant to eligible athletes, coaches, and/or officials to qualify for the national team program.

Funding will go toward expenses not covered by other partners.

- ▶ To support high-performance amateur athletes/coaches/officials who have made a national team program.
- ▶ To support *aspiring athletes (determined through performance results), to attend events, support activities which will contribute to their overall standing in their National Sport Organization's high performance program.

*** The athlete must exhibit dominant results in their sport at National, High Performance, Canada Games, International or other competitions.**

- ▶ It is the applicant's responsibility to obtain the appropriate Sport and Recreation Division application and all requested documentation and present them to his/her respective provincial sport organization for submission to Sport and Recreation.

Eligibility

Only athletes/team officials competing in a sport discipline supported by Sport Canada and included in the Olympic/Paralympic Games, Commonwealth Games and Pan-American Games will be eligible for the Athlete Assistance Program (AAP).

The following Tier System (A-D) will be used in the selection process and priority will be given to Tier A athletes, followed by Tier B athletes, etc. The details of the Tier system are below:

TIER A Olympic/Paralympic Sports/Events
Tier A-1 - World Championships
Tier A-2 - Major Qualification Tournament (international) / B - World Cup
Tier A-3 - Athletes Training to become re-carded
TIER B Commonwealth Games/Pan Am Games Sports/Events (if not captured in above criteria)
Tier B-1 - World Championships
Tier B-2 - Major Qualification Tournament (international)/World Cup/Pan Am Games/ Commonwealth Games
Tier B-3 - Athletes Training to become re-carded
TIER C
Tier C-1 - **International Challenges, i.e., US vs. Canada (For Olympic/Paralympic Sports/Events)
Tier C-2 - **International Challenges, i.e., US vs. Canada (for Pan Am/Commonwealth Games Sports/Events)
TIER D
TIER D - FISU Games & Other (i.e., World Military Games) (for a sport to be eligible, the FISU Games (or Other) must be designated as part of the National Team Development Program
Please Note
**For International Challenges to be eligible under the Athlete Assistance Program, athletes have to be selected by their NSO to compete for Canada as part of a designated national team
As limited funding is available through the HP/AAP, selection will be based on the Tier System in a priority sequence.

Athletes

1. The aspiring athlete must be a non-carded athlete in a sport that is listed in the Sport section*. *Athletes who have qualified for carding prior to March 31, 2005, will not be eligible.*
2. The athlete must be registered with a Provincial Sport Organization.
3. The athlete should be born in Prince Edward Island and/or have been training in PEI for a minimum of six months. *PEI athletes who are currently receiving support from non-Atlantic provincial funding will not be eligible. Please refer to Athlete Declaration section of the application form for further clarification.*
4. Each athlete or team will be eligible for one grant per year only.
5. Re-card athletes:
 - a. Athletes must be training to become re-carded. (A re-carded athlete is defined as an athlete who was carded in the last carding cycle and has since lost their carding.)
 - b. Athletes must currently be identified members of their respective national training team.
 - c. Athletes are only eligible to apply for the HPAAP as a re-card athlete for one year after their carding has expired.
6. The application for funding must be based on **performance(s)** achieved in the past two years (April 1 to March 31).
7. Funding applications will be reviewed on a needs basis.
8. Athletes will be selected based on the above criteria and individual cases will be reviewed at the discretion of the Sport and Recreation officials and/or, a selection committee.
9. **Athlete's coach needs to sign off on the application form.**

* Contact the Sport and Recreation Division for a complete list.

Funding Available

Funding will be allocated to athletes based on a Tier System. As limited funding is available through the HP/AAP, selection of athletes will be prioritized based on the HP/AAP Tier Grid. Athletes will be eligible to receive **up to a maximum of \$1,000** per fiscal year. Amount of athlete funding could vary slightly from year to year.

Funding Allocation

Athletes who meet the criteria and are eligible for assistance will receive their funding upon review by Sport and Recreation officials and/or, a selection committee. The selection committee may meet as required to review applications and recommend funding amounts.

Please Note:

HP/AAP funding must be used to offset sport-related expenses. Athletes must be currently training and competing in the sport indicated and continue to train upon receipt of the HP/AAP funding.

Note:

Due to the availability of funding in any fiscal year, the Sport and Recreation Division reserves the right, without prior notification, to limit the amount of funding to any sport.

Funding Application and Athlete Declaration forms are found at the back of this document.

Provincial Sport Organization Deadline for Funding

Summer sport organizations must submit their applications by May 30.

Winter sport organizations must submit their applications between May 30 and September 30.

All organizations approved for funding must notify the provincial amateur sport coordinator (in writing or by e-mail) no later than January 31, those projects/travel which have taken place and/or will take place no later than March 31 (E-mail: twlawlor@gov.pe.ca).

Note: Application forms for funding assistance are contained at the back of this document.

This document is accessible at www.gov.pe.ca/cca. Click on Sport and Recreation.

Summer Sports/Organizations

Archery
Baseball
Basketball
Canoe/Kayak
Diving
Cycling
Field Hockey
Football
Golf (Ladies')
Golf (Mens')
Horse Council
Lawn Bowling
NCCP
Rowing
Rugby
Sailing
Shooting
Soccer
Softball
Special Olympics
Swimming
Tennis
Track and Field
Triathlon
Volleyball
55 +Games
Women and Girls in Sport

Winter Sports/Organizations

Badminton
Biathlon
Bowling (five-pin)
Boxing
Coaches' Association
Curling
Fencing
Figure Skating
Gymnastics (Artistic)
Gymnastics (Rhythmic)
Hockey
Judo
Karate
Paralympics PEI
Racquetball
Ringette
Skiing (Alpine)
Skiing (Freestyle)
Skiing (Nordic)
Speed Skating
Sport Medicine Council
Squash
Synchronized Swimming
Table Tennis
Tae Kwon Do
Wrestling

All Provincial Sport Organization, by January 31 each year, must confirm with the Amateur Sport Coordinator the status of all outstanding pre-approved ASSP funding. All such activities the funding is intended for must be completed by March 31 each year.

Sport Advisory Committee (SAC)

The SAC will be made up of the following individuals:

- ▶ Amateur sport coordinator, Sport and Recreation Division;
- ▶ Sport PEI representative;
- ▶ Sport PEI executive director; and
- ▶ Executive member of a provincial sport governing body selected by the amateur sport coordinator, Sport and Recreation Division.

Responsibilities of the Sport Advisory Committee

- ▶ To determine if sport governing bodies, based on criteria set out, are provincial in nature.
- ▶ To monitor, on a random or ad hoc basis, the criteria for the status of the organization.

Probationary Sport

All new sport governing bodies shall automatically be placed in the probationary category. In this way, a new member will be introduced to, and assisted in understanding, all sport programs and services.

Sport governing bodies may be placed on probation by recommendation of the Sport Advisory Committee (SAC). This process may result in one of the following:

- ▶ probationary membership may be converted to provincial membership;
- ▶ probationary membership may be continued upon the terms set down by SAC; or
- ▶ status may be terminated.

In the case of new members, a review may not take place before the end of a one-year probationary period.

In the case of provincial or regional members placed on probation, a review may take place at any time.



Administrative/Operational Grant Application Form 2007-2008

Name of Sport: _____

Officers

President: _____

Address: _____

Postal Code: _____

Tel: (H) _____ Tel: (W) _____

Fax: _____ E-mail: _____

Vice-President:

Address: _____

Postal Code: _____

Tel: (H) _____ Tel: (W) _____

Fax: _____ E-mail: _____

Treasurer:

Address: _____

Postal Code: _____

Tel: (H) _____ Tel: (W) _____

Fax: _____ E-mail: _____

Secretary

Address: _____

Postal Code: _____

Tel: (H) _____ Tel: (W) _____

Fax: _____ E-mail: _____

Other Members

Name	Position	Tel (W)	Tel (H)

Please check one of the following: a) Our organization is submitting a two-year plan **or**
 b) Our organization is submitting an alternate year action plan update

Area in which the activity is actively carried out:
 Prince County Queens Kings

Number of active members** in your association: _____

Number of executive meetings held last year: _____

Prior to any application being considered for funding the following must accompany your submission:

1. Financial statement for the past fiscal year.* (Audited or Third Party Review Page 2).
2. A summary or annual report of the past year's activity by your association, e.g., annual meeting minutes, clinics, competitions, leadership development, expansion of programs, special events.
3. For each project support funding received in the previous year, a short account of each project's measurable impact/outcome and the names of participants who took part must be submitted.
4. The organization must submit their two-year organizational plan and in the off-year submit a report of actual activities carried out for year one and any update(s) for year two plan.
5. Your association must include a listing of all individuals registered with your association for the previous year.

Number of Registered members:	Male	Female	Total
Athletes			
Coaches			
Officials			
Executive			
Other (Explain)			
** The member must be actively involved in your association as an athlete, coach, manager, official or executive member and have paid a nominal registration fee.			

6. Each PSO must submit their minimum coaching standards for team travel.

*** Financial records must show and recognize that the Sport and Recreation Division, Department of Community and Cultural Affairs contributed to your organization.**

This form has been completed by:

Name: _____ Position: _____

Return completed application to:

Ted Lawlor, Sport and Recreation Division
 Department of Community and Cultural Affairs
 PO Box 2000, Charlottetown, PE CIA 7N8

Tel: (902) 368-4783
 Fax: (902) 368-4663

Your organization must agree to comply with the Canadian Policy Against Doping in Sport and assist with its implementation.

All applicants must adhere to deadlines when applying. Refer to page 6 of this booklet.



Amateur Sport Travel Application Form 2007-2008

Name of Provincial Sport Organization (PSO): _____

Officers

President: _____

Address: _____
 _____ Postal Code: _____

Tel: (H) _____ Tel: (W) _____

Fax: _____ E-mail: _____

Treasurer: _____

Address: _____
 _____ Postal Code: _____

Tel: (H) _____ Tel: (W) _____

Fax: _____ E-mail: _____

Division/age Category	No. of Athletes Participating	*Type of Competition	Dates of Events Day/Month/Year	Location of Event	Coach Certification Level Required

- * Identify type of competition – Atlantic, eastern Canadian, national/international. Only bona fide NSO/ISO sanctioned events are eligible. Only one team per division/age category is eligible. A copy of each sport’s minimum level of coach certification must be submitted.
- * Age Class championships happening in the same location at the same time will be viewed as one team travel.
- * Canada Games Teams are ineligible for this funding.

Once team(s) are confirmed as attending event, each PSO must indicate name of coach who is coaching the respective team and their level of certification. **Only teams who have a coach who meets their PSO minimum certification requirements are eligible for travel assistance.**

Return completed application to:

Ted Lawlor, Sport and Recreation Division
 Department of Community and Cultural Affairs
 PO Box 2000, Charlottetown, PE CIA 7N8
Tel: (902) 368-4783
 Fax: (902) 368-4663



Amateur Sport Project Support Application Form 2007-2008

Project No. _____

Name of Organization: _____

Project Contact Name: _____

Tel:(H) _____ Tel: (W) _____ Fax: _____

Fax: _____ E-mail: _____

Each project must outline a project budget, including revenue/expenditures and financial contribution requested. All such information must be provided in detail on the opposite side of this form

If submitting more than one application for support, please prioritize by numbering top right corner of application.

When applying for annual funding, all Provincial Sport Organizations must provide an evaluation for all previous year supported projects. The evaluation should include actual numbers of participants, where and when the project took place and other measurable impact/outcomes, including whether your project met its expectations and if not, why?

Return completed application to:

Ted Lawlor, Sport and Recreation Division
Department of Community and Cultural Affairs
PO Box 2000, Charlottetown, PE CIA 7N8

Tel: (902) 368-4783
Fax: (902) 368-4663

See reverse.....

Project Target Area of Development:

Athlete Coach Officials NCCP Other Explain: _____

Project Title: _____

Project Description: _____

Please list project's **measurable** outcome(s): *Example, "Six officials take upgrading course."* "Four coaches take technical course."

Did this project receive funding last year: yes no

Is this project outlined in your two-year plan: yes no

Date(s) of Project: _____ *Location(s): _____

Expected Number of Participants _____

Proposed Budget for Project

Revenue Sources:

Source	Amount
_____	_____
_____	_____
_____	_____
_____	_____
Total Revenue:	_____

Expenditures:

Description	Amount
_____	_____
_____	_____
_____	_____
_____	_____
Total Expenditures:	_____

Amount Requested From Government \$ _____

All projects must be completed by March 31.

** If a series of clinic events are listed, actual locations of each must be identified.*



Amateur Sport Project Support Application Form 2007-2008

Project No. _____

Project Target Area of Development:

Athlete Coach Officials NCCP Other Explain: _____

Sport: _____

Project Title: _____

Project Description: _____

Please list project's **measurable** outcome(s): *Example, "Six officials take upgrading course."*
"Four coaches take technical course."

Did this project receive funding last year: yes no

Is this project outlined in your two-year plan: yes no

Date(s) of Project: _____ *Location(s): _____

Expected Number of Participants _____

Proposed Budget for Project

Revenue Sources:

Source	Amount
_____	_____
_____	_____
_____	_____
_____	_____
Total Revenue:	_____

Expenditures:

Description	Amount
_____	_____
_____	_____
_____	_____
_____	_____
Total Expenditures:	_____

Amount Requested From Government \$ _____

All projects must be completed by March 31.

**** If a series of clinic events are listed, actual locations of each must be identified.***

Each project must outline a project budget, including revenue/expenditures and financial contribution requested. All such information must be provided in detail on the opposite side of this form

If submitting more than one application for support, please prioritize by numbering top right corner of application.

When applying for annual funding, all Provincial Sport Organizations must provide an evaluation for all previous year supported projects. The evaluation should include actual numbers of participants, where and when the project took place and other measurable impact/outcomes, including whether your project met its expectations and if not, why?

Return completed application to:

Ted Lawlor, Sport and Recreation Division
Department of Community and Cultural Affairs
PO Box 2000, Charlottetown, PE CIA 7N8

Tel: (902) 368-4783
Fax: (902) 368-4663



**Amateur Sport
High Performance/Aspiring Athlete, Coach, Official
Assistance Application Form
2007-2008**

Date of Application: _____

Name of Athlete: _____ Sport: _____

Permanent Residence of Athlete:

Address: _____

City: _____ Province: _____ Postal Code: _____

Tel: _____ E-mail: _____

Present Residence of Athlete (if different from above):

Address: _____

City: _____ Province: _____ Postal Code: _____

Tel: _____ E-mail: _____

Coach: _____ Address: _____

Tel: _____ E-mail: _____

In order to assist an athlete/official in their pursuit of excellence and where no funding support is in place to assist, the Sport and Recreation Division will provide a grant to eligible athletes, coaches and/or **officials to qualify for national team program/events**.

Government may provide a grant to a maximum of \$1,000 in a given fiscal year, provided the conditions below are met. All documentation must be submitted.

- ▶ The applicant must be a member in good standing with their provincial and national sport body.
- ▶ National sport organization's **written confirmation** of the individual's ability and opportunity to **qualify for national team program/international event, etc.**
- ▶ A dated training plan is provided for the applicant's expected sport participation, training and practice plan for the current year and a statement outlining all costs and other contributing (i.e., PSO/NSO support/personal) revenue sources.
- ▶ The applicant must be a Canadian citizen or have landed immigrant status and be a resident of Prince Edward Island for at least one year.
- ▶ The applicant must not be eligible to receive similar assistance in another province.
- ▶ Applicant must be endorsed by respective provincial sport governing body.
- ▶ A detailed history of the applicant's results/highlights over the past three years. Athletes outline events, finishes and number of participants per event. Coaches outline certification, coaching history. Officials level of certification and events officiated at.

It is the applicant's responsibility to obtain all requested documentation and present it to their respective provincial sport organization for submission to Sport and Recreation Division.

****Due to the availability of funding in any fiscal year, the Sport and Recreation Division reserves the right without prior notification, to limit the number of applications from any sport.***

Please submit completed application with supporting documentation to:

Ted Lawlor, Sport and Recreation Division
Department of Community and Cultural Affairs
PO Box 2000, Charlottetown, PE CIA 7N8

Tel: (902) 368-4783
Fax: (902) 368-4663



Athlete's Declaration

High Performance/Athlete Assistance Program

Expense Form

April 1, 2007 to March 31, 2008

Contact Information			
Name:		Tel:	
Address:			
E-mail:		Sport:	
Coach's Name:	E-mail:	Tel:	

Current Year Training Expenses (Registration Fees: Fees which have to be paid to organizations. E.g., coaching, professional services, clinics, etc.)		Current Year Revenues (There is an understanding that the athlete's total costs will not be covered from one source. Please list other expected sources of revenues for your years training.)	
Description	Amount	Source	Amount
Total Expenses:		Total Revenues:	

Summary:

Revenues: _____

Expenses: _____

Request from Government: _____

Accomplishments: You must attach performance accomplishments over the past two years.

I hereby declare that the information provided, to the best of my knowledge, is true and complete. In return for any assistance provided through the High Performance/Aspiring Athlete Assistance Program, **I undertake to fulfill all training and competition commitments, to acknowledge funding support from government (Sport and Recreation Division) and I agree to compete for PEI in national level competitions.**

_____ Athlete's Signature _____ Date

I acknowledge that the applicant is actively participating in a year-round training program and will be attending various competitions over the coming year which will contribute to the participant's and the program's overall high performance goals.

_____ Coach's Signature _____ Date



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