




*Community  
Recreation  
Support Program  
2011-2012*



Health and  
Wellness  
Sport, Recreation  
and Healthy Living

## Community Recreation Support Program 2011-2012

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*It is important that we continue to work together to meet the recreational needs of Islanders and encourage activities which promote health, wellness and community spirit.*

I am pleased that progress is being made in this regard through the Community Recreation Support Program and the work of staff in the Department of Health and Wellness.

I look forward to assisting you in any way I can.

*Carolyn Bertram*  
Health and  
Wellness  
Carolyn Bertram  
Minister



**Prince  
Edward  
Island**  
CANADA

### AREAS OF FUNDING SUPPORT:

1. Arena Support
2. Leadership Support
3. Physical Activity Project Support
4. Facility Development Grants

# Community Recreation Support Program

## Arena Support 2011-2012

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### Purpose

To support the operations of existing community arenas that provide programs and services that will increase the physical activity levels within communities.

### Support Opportunities

#### *Artificial Ice Arenas*

Arenas that exist in communities with a population of less than 5,000 are eligible to receive an annual operations grant of \$10,000 and;

#### *Indoor Natural Ice Arenas*

Arenas that exist in communities with a population of less than 5,000 are eligible for a grant up to a maximum of \$6,000;

If the following criteria are met:

- The municipality or the not-for-profit organization arena board is a member in good standing with Recreation PEI.
- A minimum of one staff has a certified level one operator through the Maritime Arena Institute Program (or equivalent). If one does not exist, then the arena must demonstrate a plan that will identify when a staff member will become certified.
- A financial statement (for the arena) is provided for the last fiscal year.

### Applying for Arena Support

Please submit the following information to the regional coordinator who services your region

1. Municipality/organization who owns the facility or manages operations. Who is the Manager, if it is board operated, who is the Chair of the Board. Please include contact information for the Manager and Chair. (See attached form to be completed.)
2. Contact name, mailing address, phone number, fax, email address, website (if one exists);
3. Identify the ice maker(s) who have at least Level 1 certification and when it was obtained;
4. Include a letter from Recreation PEI indicating that whomever owns the area is in good standing with Recreation PEI (recreation PEI can be reached at 892-6445);
5. Include last year's financial statement for you arena;

*Community Recreation Support Program  
Arena Support 2011-2012*

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Category	Responses	Changes/Updates
Organization Name		
Phone		
Fax		
Email		
Chairperson		
Arena Manager		
Certified Ice Maker(s)		
Safety Netting		
Carbon Monoxide Tester		
Artificial External Defibrillator (AED)		
Operations		
Municipally Owned		
Located within Municipality		

Please include:

- This sheet signed and completed
- Financial report for your facility for the last fiscal year
- Letter that indicates you are in good standing with Recreation PEI

I certify that the above information is correct.

\_\_\_\_\_  
Signing officer (Please print)

\_\_\_\_\_  
Position

\_\_\_\_\_  
Signature

**Documents should be packaged and mailed to:**

**Sport, Recreation and Healthy Living Division**

c/o Margie Misener

PO Box 2000

Charlottetown, PE C1A 7N8

OR FAX TO: 368-4224

# *Community Recreation Support Program Leadership Support Program 2011-2012*

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## **Purpose**

This program is designed to support communities with existing recreation departments who have full-time recreation professional(s) and to support a regional recreation approach that provides sport, recreation, physical activity and healthy living service to rural PEI based on the regions that we service – Eastern, Central and Western.

## **Support Opportunities**

### ***1.0 Community Recreation Departments***

Municipalities are eligible to receive funding if they meet the following criteria:

- Community has a population base of less than 10,000 people.
  - Community engages at least one full-time employee whose main focus is in the areas of sport, recreation, physical activity or healthy living.
  - The employee must have a degree or diploma, preferably in sport or recreation, or in a relevant field with some experience and background associated with sport, recreation and healthy living
  - Total contribution not to exceed \$5,000.
- The employee must have a degree or diploma, preferably in sport or recreation, or in a relevant field with some experience and background associated with sport, recreation and healthy living
  - The Incorporated Council has discussed their plan with the regional coordinator for Sport, Recreation and Healthy Living division who is responsible for the region.
  - The Incorporated Council signs a contribution agreement with the division which will identify the level of funding and a description of activities that will be completed throughout the year.

### ***2.0 Regional Sport and Recreation Council(s)***

Incorporated Regional Sport and Recreation Councils are eligible to receive funding if they meet the following criteria:

- The Incorporated Council is volunteer led and has membership that represents the region that it is covered.
- The Regional Council employs at least one employee whose main focus is in the areas of sport, recreation, physical activity & healthy living.

## **Applying for Leadership Support**

Please submit the following information to the regional coordinator who services your region.

1. Municipality/Regional Council who will manage the employee;
2. Contact name, mailing address, phone number, fax, email address, website (if one exists);
3. Type of leadership support you are applying for – Municipal or Regional;
4. A copy of a plan or report that identifies priorities for the upcoming year;
5. Signed contribution agreement which will be provided by the Sport, Recreation and Healthy Living Division;

# *Community Recreation Support Program Project Support 2011-2012*

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## **Purpose**

This program is designed to support communities or not-for-profit organizations that:

- Encourage and develop initiatives that will increase physical activity, recreation and sport opportunities for their citizens.
- Develop projects that will increase awareness and provide education on the importance of physical activity for their citizens.
- Develop new or expand on previous projects with the intent of raising physical activity levels.

## **Support Opportunities**

Communities and not-for-profit organizations can submit an application for funding based on the following criteria:

- Applications are reviewed on a first-come, first-served basis. Funding is limited within each fiscal year.
- Projects must demonstrate the ability to increase physical activity opportunities for their citizens.
- Funding is not designed for ongoing established programs but more so to act as a catalyst to create new opportunities.
- Following completion of your project or program, a written report is required documenting the results of your program and the lessons learned. The report must include a final budget.
- As a rule, grants will not be more than \$500.

## **Applying for Project Support**

Please submit the following information to the regional coordinator who services your region.

1. Municipality/organization who will manage the project;
2. Contact name, mailing address, phone number, fax, email address, website (if one exists);
3. Details of the project including target group, anticipated numbers and outcomes of the project;
4. Copy of budget that includes revenue sources and anticipated expenses

# *Community Recreation Support Program Facility Development Support 2011-2012*

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## **Purpose**

This program is designed to assist communities with addressing minor renovation, minor construction and the planning and conservation of facilities for public recreation purposes.

## **Support Opportunities**

### ***1.0 Facility Construction/Upgrades***

Municipalities or not-for-profit organizations are eligible for financial support if they meet the following criteria:

- The facility's primary use is for sport and recreation.
- The facility is for public use.
- The applicant demonstrates that they are able to generate the revenue to cover their portion of the project.
- The funding level for this section is 50% of funding to a maximum of \$7,500\*.

### ***2.0 Facility Design Plans and Audits***

Municipalities or not-for-profit organizations are eligible for financial support if they meet the following criteria:

- The facility's primary use is for sport and recreation.
- The facility is for public use.
- The applicant demonstrates that they are able to generate the revenue to cover their portion of the project.
- The funding level for this section is 50% of funding to a maximum of \$3,000\*.

\* Please note that there is no maximum in terms of the size of the project but the amounts listed above include the program's maximum contribution to a project.

## **Applying for Facility Support**

Please submit the following information to the regional coordinator who services your region.

1. Municipality/organization who owns the facility (please include management structure);
2. Contact name, mailing address, phone number, fax, email address, website (if one exists);
3. Details of the project including target group, anticipated numbers and outcomes of the project;
4. Copy of budget that includes revenue sources and anticipated expenses;
5. Proposed start and end date for the project;