

Sample Application

(Note: Sample application is based on the following scenario)

Sydney goes to school in Little Cove Elementary but cannot participate in after school activities in her school and community because she has to get the bus home. When she gets home, there is no way for her to get to after school activities outside the home because both parents are working. The after school options that are offered in her school end at 4:30, too early for a family member to come and get her so she cannot sign up for those either. Many of her friends are in the same situation.

Solution:

Little Cove Elementary will partner with the local municipality's Recreation Division for their proposal. As well, several Sport Groups and the local dance group have all offered services to help supply After School Physical Activity opportunities. They are requesting funding for:

- ✚ Honourarium to pay leaders (although several high school students will support the activities by volunteering thus getting their volunteer hours required to graduate, they will still need to pay for some adult leadership and supervision, one of their identified barriers).
- ✚ Bussing to get students to two activities they have proposed
- ✚ Funding to pay for activity fees

Their co-applicant is the Municipal Recreation Department that is availing a staff person to work with the local stadium to offer services for general skating one day a week and have made it a policy to provide the 60 minute skating session for free. A leader/supervisor will stay with students in a change room to provide supervision for children whose parents cannot pick up the student before 5:30.

NL Basketball Association has availed leaders, equipment and program support for a flat fee of \$1,000 (for the 25 weeks). A survey of the students was conducted and activities arranged as follows:

- ✚ Day 1 Hip Hop (In the school, classrooms cleared out for sessions)
- ✚ Day 2 Skating (Community Arena)
- ✚ Day 3 Basketball (School gym)
- ✚ Day 4 Bowling (Community)

Little Cove Elementary and the
Regional Recreation Department's
application follows.

CALL FOR PROPOSALS AFTER SCHOOL PHYSICAL ACTIVITY APPLICATION 2011-2013



Department of Tourism, Culture and Recreation

SUBMIT TO: Patti Thorne, Recreation and Sport Consultant Recreation and Sport Division Department of Tourism, Culture and Recreation P.O. Box 8700, St. John's, NL, A1B 4J6 Telephone: (709) 729-5270 pthorne@gov.nl.ca	Office Use Only: Date Received: Y _____ M _____ D _____ TRIM #
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Deadline date is June 1, 2011

For guidance on completing the application, refer to the documents and appendices available online

SECTION A: APPLICANTS

School(s): Little Cove Elementary School and Little Cove Junior High

Main Contact Person: Cathy Kellie Position: Principal Little Cove Elementary

Mailing Address: 333 Third Street

Community: Little Cove, NL Postal Code: A1A 1A1

Telephone no.: 333-3333 E-mail: ckellie at e-mail.com

Identify the role that you will play in the provision of the ASPA opportunities proposed in this application.

We will dedicate after school time two days a week for the activities identified in our proposal. We will coordinate with the regional high school, a plan that will see students doing the Career Course (note that actual application would have a little more)

Co-Applicant: Regional Recreation Department

Main Contact Person: Brian Bronson Position: Recreation Director

Mailing Address: General Delivery

Community: Big Cove, NL Postal Code: A1A 1A6

Telephone no.: 444-444 E-mail: bbcharles@e-mail.ca

Identify the role that you will play in the provision of the ASPA opportunities proposed in this application.

We will be providing the arena for a one hour skating session, and also providing the supervision for the session using our staff. As well, we will manage the budget, through our town's financial division. etc

Are you listed with Canada Revenue Agency as a Registered Charity? yes no
Who? _____ If Yes, what is your Charitable Status Number? _____

Are you incorporated as a non-profit organization? yes no
Who? The Town of Little Cove If yes, what is your Incorporation No: 12345

Please provide information on other partners:

Group	Contact/e-mail	Position	Role we will play with the pilot
<i>B-Bop Dance School</i>	<i>Bonnie Bo bb@gmail.com,</i>	<i>Owner</i>	<i>Providing two leaders to Little Cove Elementary at a reduced hourly rate</i>
<i>Bowlerama Lanes</i>	<i>Ken White whitek@yaha.ca</i>	<i>Program Director</i>	<i>Are not charging for the shoes children have to wear,</i>
<i>NL Basketball Association</i>	<i>Bill Smith smitty@hothead.ca</i>	<i>Executive Director, NL Basketball Association</i>	<i>We will organize and run the After School basketball program, building on the existing program (Steve Nash)</i>
<i>Western Health</i>	<i>Cathy Thornhill ch@123.4</i>	<i>Regional Director</i>	<i>Will sit on the activity committee to help with developmental plans, monitor activities and evaluation</i>
<i>Community Youth Network</i>	<i>Bob Tee btee@live.com</i>	<i>Coordinator</i>	<i>Will offer leadership support one day a week from members</i>

Have you applied for any other funding from the Provincial Government to support this proposal (after school activities)? X No _____ Yes

If yes, please elaborate _____

Declaration:

On behalf of the Applicants, we the under-signed declare:

- The information contained in this application and supporting documents is true and accurate and endorsed by the applicant organizations.
- A follow-up report form will be submitted to the Recreation and Sport Division, Department of Tourism, Culture and Recreation, date to be announced.
- Any grant awarded shall be used solely for the purposes stated within this application unless otherwise approved in writing by the Recreation and Sport Division.
- The Department of Tourism, Culture and Recreation and the Government of Newfoundland and Labrador will be acknowledged as supporters of the Application initiatives and activities that successfully receive funding.
- All responsibilities and liabilities in connection with this grant, and the carrying out of the activities and initiatives detailed within the application shall be those of the Applicant. The Applicant indemnifies the Department of Tourism, Culture and Recreation and the Government of Newfoundland and Labrador and all its employees and agents from any all liabilities arising in connection with this initiative.

Co-Applicants please sign below:

Signature: *Kathy Kelly*

Organization: *Little Cove Elementary*

Date: *May 23, 2011*

Signature: *Brian Bronson*

Organization: *Regional Recreation Dept.*

Date: *May 23, 2011*

NOTE:

Department staff are available to help with your proposal. As well successful applicants will have support provided in the implementation, monitoring and evaluation phases of their pilots. Leadership training will be available at no cost to program leaders (High Five and Fundamental Movement Skills and Community Coaching – See Appendix B).

GRANT APPLICATION DEADLINE

June 1, 2011

SECTION B: GENERAL INFORMATION

How many students in the applicant school(s) are in grades 4 – 6 75 7 – 9 72

List the communities served by the applicant school(s)?

Little Cove. Medium Cove and Big Cove

What is the distance from the school(s) to the furthest community a child would have to travel? 20 kms

What after school physical activity opportunities (excluding sport teams) currently exist in the applicant school(s) and what time/days are they offered?

Currently we have a basketball program run by the Newfoundland and Labrador Basketball Association (Steve Nash). The Steve Nash program uses our school gym and runs from 3:00 – 4:30pm 2 days a week

How many students (average) take part in these activities? List activities and corresponding number of students

There are 15 -20 children on average in each session

Outline any after school opportunities that are available by the co-applicant and the time/days offered.

NIL

What information did you use to develop the activities/opportunities proposed in your application? (e.g., surveyed students (sample survey in Appendix C), building on existing programs/strengths....).

The Steve Nash is very popular and many students would take part if the program extended later. We could do that with funding to pay a leader to oversee the program. We also conducted a survey to identify the most popular activities students would participate in if offered and barriers were removed (cost, bus...)

Are there policies in your school/community which support your project? (See Appendix E for examples of policy support).

We abide by the School Food Guidelines, the Smoke Free Policies and Little Cove Elementary will make it a policy to reserve the gym for the ASPA initiative one day a week. We will also make our classrooms available for the Hip Hop activities proposed.

Leadership and program training are being provided (no cost). Information on each training opportunity is contained in Appendix B). Please indicate the training you require. (Information in Appendix B)

X High Five _____ Fundamental Movement Skills

X Community Sport (identify sports you are requesting training in) Basketball

SECTION C: PROPOSAL OVERVIEW

GOALS

The goals of the After School Physical Activity proposal are to:

- Increase opportunities for physical activity in the after school time period 3:00p.m. – 6:00p.m. for children and youth ages 9 – 15 (grades 4 – 9), at least two days a week
- Increase physical activity opportunities for girls
- Increase participation in physical activity by children/youth who have limited access to physical activity opportunities in the after school time period
- Develop partnerships between the school and community
- Increase the skills and knowledge of volunteers and community leaders in physical activity, recreation and sport
- Promote physical activity as an important component of wellness in the after school time period

Proposal Submission Title Little Cove After School Physical Activity Extravaganza

Barriers Addressed in your Proposal:

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Transportation |
| <input checked="" type="checkbox"/> | Leadership |
| <input checked="" type="checkbox"/> | Supervision |
| <input type="checkbox"/> | Facility fees (rental) |
| <input checked="" type="checkbox"/> | Program costs/fees (registration, user fee to participants) |
| <input checked="" type="checkbox"/> | Disability related supports |
| <input type="checkbox"/> | Purchases to support program needs |
| <input type="checkbox"/> | Other _____ |

Proposal Summary: Please provide a brief summary of your proposal (suggestion, complete the charts on page 5/6 first and then provide a brief overview of your proposal)

We will be offering physical activity opportunities four days a week for students in the elementary and junior high schools (grades 4 – 8), two in the school and two in the community. On two days, we will contract bus services to bring students to activities in our community or neighbouring community (Skating and Bowling). We have the support of(application describes the Bowling and Skating logistics). Two days a week, the Elementary school is proposing Dance and Basketball. We will offer Basketball in the gym and make it a policy that our gym is not to be used for anything else but the ASP for this day. We will use our larger classrooms for Hip Hop and remove desks on those days for the time immediately after school. Our partners will provide the logistical support (leadership, programming and equipment). All are subsidizing their actual costs.

Our Girls Only activity will be the Hip Hop on Mondays. All of our programs involve athletes with disabilities. We have one student in a wheel chair and we have modified all programs to accommodate him and any others with physical challenges.

PROPOSAL DETAILS. Complete the following chart to describe the activities that are being proposed. A minimum of two opportunities are to be provided per week. Highlight any activities that target girls only and indicate how students with disabilities will be included.

	Activity(s) what you are offering	Grades to take part & estimated numbers	Location and time period of activity	Activity leaders	Notes and comments; include how "girls only" will be addressed and how students with disabilities are included.
Mon	<i>Hip Hop</i>	<i>Offer to grades 4 – 6, 25-30 students estimated And 7 – 8 alternating weeks - 30</i>	<i>School classrooms 3:30 – 5:00, 2 sessions</i>	<i>Instructors School Volunteers, Supervisor</i>	<i>This activity is aimed at girls only, SWD can participate and will modify the activity for them</i>
Tues	<i>Skating</i>	<i>Grades 4 – 9 50-60</i>	<i>Stadium 3:30 – 5:30</i>	<i>Volunteers (Parents, High School students, Rec Dept Staff, Rec Dept to Coordinate</i>	<i>Buses provided to the stadium, parent pick up from there, one bus fully accessible Persons with disabilities have sit sleds and support staff</i>
Wed	<i>Basketball</i>	<i>Offered to grades 4 – 6, and 7 – 9 alternating every week (even weeks grades 4 – 6, odd weeks, 7 - 9). Rotating teams (every 30 mins), while sitting out, students can play square ball outside or in our lobby or classroom, supervision provided</i>	<i>School Gym 3:15 – 5:00</i>	<i>NLBA Steve Nash Program, session run by NLBA, coaches are volunteers from high school or the community, Some supervision required</i>	<i>Parent pick up at 5:30. Persons with disabilities play with modified rules., Student in wheel chair participates in BB and rules are modified to allow full participation</i>
Thurs	<i>Bowling</i>	<i>Offer to grades 4 – 6, 25-30 students estimated And 7 – 8 alternating weeks - 30</i>	<i>Better Bowling Lanes 3:30 – 5:30</i>	<i>Volunteers (Parents, High Sc, students, Rec Dept and the Bowling Lanes staff</i>	<i>Buses provided to the Lanes, parent pick up We have a shute for PWD and support staff if required</i>

SECTION D: OVERCOMING BARRIERS

Please complete the following chart for each activity you have planned in the preceding table.

Activity (explain if not self explanatory)	Barrier you are seeking funding to overcome	(Budget Estimate), detailed budget required on next page.	Explain how the barrier will be overcome if funding is obtained
<i>Hip Hop</i>	<i>Registration Fees Leadership, Late Pick-up option for parents</i>	<i>Registration Fees Leadership/supervision</i>	<i>Hip Hop can be quite expensive and many cannot enroll because of this. The activity is also difficult to access for most of the children. With funding, we do not have to charge students to participate and there is no equipment needed (we have a sound system). Because we can extend our activity to 5:00, students will have more opportunity to be picked up.</i>
<i>Skating</i>	<i>Leadership, Supervision, Bussing,</i>	<i>Activity Leaders x 2 (Buses to arena</i>	<i>Again, funding will help attract hard to obtain supervisors, pay the costs to get children to the arena (many have to take a bus home and parents are not available to pick-up after school. We plan to have skates donated (doing a skate drive!) and have obtained a sit sled from the Children's Rehabilitation Centre</i>
<i>ETC</i>			

SECTION E: BUDGET

Please include your detailed budget and attach quotes where possible. Maximum allocation from government will be \$25,000 per school year.

Item Requested	Breakdown of costs	Request \$
Honourarium Leadership	Leader Honourarium Supervisor for three days Mon, Wed, Thurs (\$25 a day) for 27 weeks @ \$75 a week honourarium = \$2,025 Two Senior Leaders for three days a week x 27 weeks (Mon, Wed, Thurs \$15 a session honourarium, \$45 a week x 2) = 2,430. Note that we also have high school students who need volunteer hours.	4,455
Bussing	(Tuesday 27 weeks X 2 buses) = Each run costs \$150 (one way) 2x\$150x27 = 8,100 and one bus each Thurs (shorter distance run is 2 x\$100 x 27 weeks) = 5,400	13,500
Registration Costs	Hip Hop classes cost \$50 fee per week - 20 weeks Funding to support Bowling (\$150 a session price is subsidized, free shoe rentals) \$150 for 27 weeks Basketball flat rate for materials and small expenses to the NLBA \$1000	1,000 4,050 1,000
Support for Students with Disabilities	Sit Sled requires shipping and a small budget to maintain the skis	200
In-Kind Donations	6 – 8 High School Students will volunteer to get their Career Course volunteer hours, help needed at Bowling, Basketball and Skating Bus company gave us a 20% reduction in their costs, Local Municipality has paid ice time and running that program, Recreation staff volunteer time too, Parents have volunteered for clean-up, re-cycling and mid term Healthy Living Celebration fund raiser, NLBA donating much of the costs to run the Basketball league	
TOTAL		24,205

Quotes were provided with the application, from the bus company