

# **COMMUNITY RECREATION ASSISTANCE PROGRAM**

## **GUIDELINES**

The Region of Queens Municipality Recreation and Community Facilities Department may provide funding to assist with the development and enhancement of recreational, cultural, sport, and fitness activities by volunteer groups and organizations.

The Department will consider provision of financial assistance to volunteer groups or organizations at a community or regional level that introduce a new leisure activity, program, or organization which demonstrates the ability to satisfy a local or community recreational need;

### **Guidelines**

1. Any non-profit, volunteer organization, which operates, sponsors, or encourages recreation programs, projects, or activities for the benefit of residents of the Region of Queens Municipality, is eligible to apply for funding.
2. Single interest groups such as clubs, cultural groups, sports teams, etc. may apply provided that they are not within the jurisdiction of any already existing organization; in which case their request must come from the overall organization.
3. The Region of Queens Municipality will offer grant money from only one of its assistance programs for these new activities.
4. Financial assistance through this program is single-purpose, and can be awarded for a maximum of two-years only. As such, it should not be anticipated as an annual operating grant.
5. Final approval will be at the Committee of the Whole's discretion, however, priority will be given to viable community organizations demonstrating sound planning on an annual basis, and to applications, which will generate new programs or activities in the Region of Queens Municipality and have not received prior funding.
6. Applicants must submit a detailed budget for the proposed activities including revenues from all sources.
7. Proper recognition, including printed materials and on-site announcements if possible must be afforded the Region of Queens Municipality.
8. Receipt of a summary of the activity and final financial statement is required.
9. Grant Maximum \$500.00