



Development Projects Grant Application Guide

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INTRODUCTION

One of Racquetball Canada's roles is to promote and increase participation in the sport across the country. In order to be successful in long-term growth in the sport, it is essential to develop partnerships with its Provincial Associations, local clubs and other community sport agencies, as these organizations have the same commitment to increase participation in racquetball and/or physical activity in general. Thus it is essential to work together in order to be successful in this common role.

Racquetball, like other sports, can be a great activity for life, as well as provide athletes, coaches and others the opportunity to compete in the sport at whatever level they may aspire to compete and/or participate. However, in order for someone to enjoy the pleasures and benefits of the sport, they have to be introduced to the sport. Thus Racquetball Canada is interested in supporting Development Projects that will increase participation in the sport.

Racquetball Canada has identified a number of groups of participants to focus on in order to increase their participation in racquetball, which are but not limited to the following:

- Female / Women participants
- Aboriginal people
- Athletes (Participants) With a Disability
- Youth
- Young adults

Racquetball Canada has developed a number of resources, such as, the Play Racquetball Program, Skills Development Program, Coach Development, etc., which can be used in the delivery of innovative programs / projects to increase participation. There are also human resources at the national, provincial & local levels that can assist clubs or community organizations to initiate a variety of developmental projects.

Naturally, many development initiatives require financial resources in order to realize such projects. Therefore, Racquetball Canada is prepared to commit financial resources to assist regional and local racquetball organizations to develop and deliver successful projects aimed at increasing participation in the sport. This Guide will assist these organizations to develop and submit their grant application. Also applicants can contact national staff at any time for clarification or assistance in developing their project.

Racquetball Canada has a number of existing Development programs, such as the Development Centres Grants, Coach Education, etc., that have already established application procedures, which remain in effect. Therefore, this Guide applies to other development projects related to the above mentioned areas.

1. Development Programs / Projects Objectives

The primary objective for supporting a project is to increase participation in racquetball of one or more of the groups noted in the introduction. For example, female / women participants, as well as youth have been identified as being under-represented in racquetball. Other groups have also been identified as being under-represented. Therefore, Racquetball Canada is most interested in increasing their participation in the sport.

There may be a variety of reasons for the under-representation of certain groups and also participation in general. Thus it is important to develop programs or projects to address these reasons and to increase capacity to provide programs.

2. Nature of the Projects

The nature of the projects can be quite varied based on the needs of a particular community. Initially, Racquetball Canada would like to focus on projects orientated to increasing female / women participation & aboriginal people, as well as Athletes / Participants with a Disability. Other projects targeting youth & young adults will also be considered within the capacity of Racquetball Canada's funding.

The following are just a few general examples of the nature of possible projects:

- Providing introductory clinics / instruction / programs for female participants for different age categories
- Development of female competitive / participation leagues
- Introductory clinics / instruction / programs to aboriginal groups
- Introductory clinics / instruction / programs for people with some form of a physical or intellectual disability

The above is not a definitive list of projects, but simply presented to stimulate the development of specific projects.

3. Development of partnerships

There are many organizations (potential partners) within a community that have similar roles & objectives to promote health and wellness through physical activity & sport.

Racquetball Canada realizes that the development of partnerships is important for the success of many projects, depending on the nature of the project. Partnerships can also contribute additional resources (physical, human, financial, etc.) to enhance the realization of the project. Thus, groups developing racquetball projects for submission are encouraged to consider the development of partnerships within their project if applicable.

For example, Community Centres, Municipal Recreation Services, YM/YWCAs, schools, etc., are always in search of ways to expand their programming to fulfil their roles / mandates, so the development of a partnership to deliver an introduction to racquetball

project may be an excellent fit. Similarly, Racquetball Facilities have an interest in increasing their membership, so partnering with a local racquetball association to deliver introductory clinics / projects can be beneficial for both.

Thus, the development of partnerships within a project is encouraged but not mandatory for submitting a project for funding.

4. Guidelines for developing projects

These guidelines are presented to assist a racquetball organization (Provincial Association, local association, racquetball facility, club, etc.) to develop their project and to facilitate the submission for a grant to assist in the realization of the project.

- Identify under-represented groups of participants that you would like to introduce to racquetball and/or integrate into your existing programs
- Develop some strategies to guide you or your group to integrate these participants in your organization or to stimulate their interest in racquetball
- Determine if there are other people within your organization or other organizations who may be interested in assisting with the project (i.e. volunteers, coaches, active athletes / participants, etc.)
- Develop a plan for the project
- Determine if there are deadlines associated with the project and integrate these deadlines within the plan (i.e. Racquetball Canada submission date, other organizations timelines, etc.)
- Identify the resources (physical – facilities & equipment; human – leaders, coaches, etc.; financial - budget) required to realize the project and how to attain these resources
- Explore possible partnerships to contribute to the realization of the project and finalize an agreement where applicable
- Develop a communications & promotional plan for the project
- Complete the plan and the grant application for Racquetball Canada

5. Application process

Racquetball Canada has set a deadline of November 15th for grant submissions. Please use the Racquetball Canada grant submission application to apply. Applications under more

than one category are acceptable. After the initial grants are approved any remaining grants will be provided on a “first come/first served” basis.

Please contact Racquetball Canada staff or the Vice-President Development if you need any assistance in developing your project.

Once you have completed the Grant Application Form, you should submit it to the Vice-President of Development as well as a copy of the completed application to Cheryl Adlard, Executive Director of Racquetball Canada.

The application will be assessed by a committee composed of the Vice-President of Development and staff. The grant applications will be assessed on the following criteria:

1. Quality of the submission,
2. Budget
3. Impact of the application on Racquetball.

The review process should be completed as soon as possible and finalized within 3 weeks of the deadline date or after the deadline date, the date of reception of the application.

6. Grant amounts

Aboriginal Programming:

3 grants – maximum \$1000.00

6 grants – maximum \$2000.00

Junior Development

9 grants – maximum \$2000.00

Women’s Programming

6 grants – maximum \$2000.00

1 grant – maximum \$3000.00

Athletes with a Disability

4 grants – maximum \$500.00

Play Racquetball Program

10 grants – maximum \$500.00

Consideration may be given to combining grants upon request.

7. Conclusion

We are all interested in promoting Racquetball and increasing participation across the country. Racquetball Canada and Provincial Associations have developed various program and resources aimed at increasing participation of various groups. Providing development grants to assist racquetball organizations to increase participation / memberships is another way Racquetball Canada can contribute to this common objective.

8. Contacts

If additional information is needed in developing your development project or grant application you may contact the following:

Gwen Smoluk
VP Development
smolukgwen@gmail.com

Cheryl Adlard
Executive Director
ed.rbcanda@sportmanitoba.ca

Geri Powell
Technical/HP Director
gpowellthpdirector@gmail.com

Daniel Macdonald
Development Director
daniel.macdonald@umoncton.ca

Similarly, Provincial Associations' executive members and staff are also another valuable resource to assist you in developing and realizing your projects & programs.

Provincial Staff

Alberta
Barbara May: albertaracquetball@shaw.ca
780-918-5332

Saskatchewan
Tim Landeryou: ed.rballsask@gmail.com
306-203-1848

Manitoba
Jen Saunders: racquetball.exec@sportmanitoba.ca
204-925-5666

Quebec
Michel Foster: foster.m@sympatico.ca

Presidents & Provincial Reps

B.C.
President
Rick Mattson: rickmattson@telus.net
604.657.3119 (cell)

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306-955-7737

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Manitoba

President

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204-299-5706

Provincial Rep

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Ontario

President

Greg Doricki: greg.doricki@sympatico.ca

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519-651-0613

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Michel Gagnon: michelgagnoncoach@sympatico.ca

Nova Scotia

President

Dan Smith: danielpetersmith007@gmail.com
902-483-2499 866-865-3801

New Brunswick

President

Barry Moore: moorbar@rogers.com

P.E.I

President

Alan Meston: allan.meston@bellaliant.ca

NFLD

President

Paul Nolan: paulnolan@nl.rogers.com

APPENDIX



**DEVELOPMENT PROJECT
GRANT APPLICATION FORM**

Please complete this form in the spaces provided by the established deadline date.

Please indicate which of the following category/categories your project falls under.

- Development
- Women's Programs
- Aboriginal Programs
- Athlete Development
- Coach / Official Development
- Athletes With a Disability
- Let's Play Racquetball
- Other Unique & Creative Ideas

1. Name of Organization:

2. Address:

Postal Code: Telephone: (Home) (Work)

(Cell) Fax:

E-Mail:

3. Project Manager/ Contact Person:

(Contact information, if different than the above)

4. Name / Title of the Project:

5. Is this a new () or existing () project

6. Describe the project for which you are requesting funds:

Objective (s) of the project:

Participants:

Description of the project (planned activities, facilities, leaders, etc.):

7. Total cost of this project – present a budget for the project (including revenue & expenses):

8. What amount of funds are you requesting from RC? (Provide breakdown)

9. Describe the benefits to the development/promotion of racquetball, increase participation &/or players/athletes/coaches.

10. Please list any partnerships that are involved in this project & describe their contribution.

11. When will this project begin and when will it be completed?

12. Authorized representatives of your organization (s) - Contact Person (s):

a) _____
Print Name Signature

b) _____
Print Name Signature

Date: _____

Note: A final report and original bills will be required.

Please submit Grant Proposals to:

Gwen Smoluk, Vice President of Development at smolukgwen@gmail.com and a copy to Cheryl Adlard, Executive Director, Racquetball Canada, 145 Pacific Avenue, Winnipeg, MB R3B 2Z6 or electronically to ed.rbcanda@sportmanitoba.ca