

# **COACH AND OFFICIAL INITIATIVES**

## ***“ABOVE AND BEYOND” APPLICATION***



903 Standard Life Centre  
10405 Jasper Avenue  
Edmonton, Alberta T5J 4R7

**Government  
of Alberta ■**

## **Mission**

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**To further the development of coaches and officials (umpires, referees, judges) in Alberta.**

## **Purpose**

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The purpose of the **Above and Beyond** grant is to provide support to coaches and officials to pursue educational or developmental opportunities. Specifically, this is intended for a coach or an official who is in a unique situation (apprenticing, geographically isolated, disadvantaged) and is experiencing extraordinary circumstances.

## **Criteria**

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- ◆ For coaches, the minimum certification required is completion of the NCCP Introduction to Competition Part A and Part B or full Level 1 under the old NCCP program - (Technical 1, Practical 1 and Theory 1).
- ◆ Official must be provincially carded, certified or accredited.
- ◆ Member in good standing with his/her Provincial Association and/or Provincial Officials' Association.
- ◆ Permanent Alberta resident.
- ◆ Maximum grant per applicant is \$2,000.
- ◆ Limited to once in a lifetime funding.

## **Eligibility**

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Applications are reviewed and assessed based on their individual merit and on the objectives of the Alberta Sport, Recreation, Parks and Wildlife Foundation, the financial resources available and the following parameters:

- ◆ Priority will be given to projects that are innovative and creative, plus indicate initiative and self-help on the part of the applicant.
- ◆ Funding after the fact is discouraged.
- ◆ Projects requesting operational costs and administrative expenses are not supported by the program.
- ◆ Due to limited funds and the anticipated volume of applications, not all requests meeting the established criteria may be approved for **Above and Beyond** funding.

## **The Application Process**

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The following process has been formulated so the Alberta Sport, Recreation, Parks and Wildlife Foundation can deal with applications in a fair, equitable and efficient manner.

- ◆ Submitted applications must be complete.
- ◆ All applications must be mailed to the Alberta Sport, Recreation, Parks and Wildlife Foundation at the address on the application form and postmarked by the application deadline. Faxed or emailed applications are not accepted.
- ◆ Applications can be submitted on a project basis by the applicant at any time.
- ◆ Please note **Application deadline dates for review are twice annually:**
  - **May 15**
  - **October 15**
- ◆ Decisions on applications will be made within 60 days following the appropriate deadline.

## **Document Checklist**

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To assist in the preparation of a completed application, the following 'document checklist' must be included with the application. Additional information may be requested to assess an association's qualifications for funding.

Please include the following with your application:

- Completed application form.
- A covering letter presenting a clear and complete description of the proposed project.
- An officials' or coaching transcript (ie. NCCP)
- A list of other funding applied to, and other funding already committed to the project.
- A detailed budget.
- An indication of the source of costs.
- An indication of other groups that may benefit from the project, and any financial and/or written support these groups have to offer.
- Letter of support for the project from the respective provincial association and or officials' association.
- Expected completion date of the project.

## **Report and Commitment**

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An applicant receiving funding shall submit a report to the Alberta Sport, Recreation, Parks and Wildlife Foundation within 60 days of the completion date of the project. This report should include:

- ◆ A description of the outcome of the project.
- ◆ An evaluation of the success of the project in relation to its objectives.
- ◆ A signed financial statement of all income and expenses associated with the project, including receipts.
- ◆ Please note:
  - Auditing of stated program goals may also be requested.
  - Any funding not utilized for the particular project stated on the application shall be returned to the Alberta Sport, Recreation, Parks and Wildlife Foundation within 60 days of the completion date of the project.
  - A condition of accepting funding is that an auditor authorized by the Alberta Sport, Recreation, Parks and Foundation will have access to all books and records having any connection with the funding received to ascertain whether they were spent for the purpose for which they were intended.

## **Freedom of Information and Protection of Privacy Act**

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The personal information that you provide on this form and any attachments will be used for the purpose of determining your eligibility for the Coach and Official Initiatives Program and the promotion of the program. It is collected under the authority of section 33 (c) of the *Freedom of Information and Protection of Privacy Act* and is protected by the privacy provisions of the Act.

This information will be used to process your Coach and Official Initiatives Grant.

Should you have any questions about the collection of this information, you may contact:

Chris Buchanan  
Alberta Sport, Recreation, Parks and Wildlife Foundation  
Alberta Tourism, Parks & Recreation  
780-643-0666  
[chris.t.buchanan@gov.ab.ca](mailto:chris.t.buchanan@gov.ab.ca)

## **For More Information**

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Please visit: [www.asrpf.ca](http://www.asrpf.ca)

Program Coordinator:

Chris Buchanan  
780-643-0666  
[chris.t.buchanan@gov.ab.ca](mailto:chris.t.buchanan@gov.ab.ca)

All government numbers can be reached toll free by first dialing 310-0000.

# Application Form: Coach and Official Initiatives – Above and Beyond

(Please print clearly or type all responses)

Last Name		First Name	
Provincial Sport Association		NCCP Coach #: (Visit <a href="http://www.coach.ca">www.coach.ca</a> )	Officials' Certification Level:
Mailing Address			
City/Town		Province	Postal Code
Home Phone		Work Phone	
E-Mail Address			

Please answer the following questions in the space provided (more detailed information **must** be included in a covering letter as required from the document checklist in the application)

1. What are the purpose and program goals for this funding request?

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2. Outline a description of the project.

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3. Indicate the number of participants that will benefit from this funding, the date and location of the project.

# of Participants:

Location:

Expected Start Date:

Expected Completion Date:

4. Indicate any **innovative** or **unique** factors that may be associated with this project.

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**Budget Information** (please complete indicating total budget)

Funding Categories (Identify specific items)	Total Cost of Project	Funding From Other Sources		Requested Funding from Foundation
		Source	Amount	
<b>Total</b>				

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**Declaration**

By signing and submitting this form, I confirm that:		
<ol style="list-style-type: none"> <li>The information I have provided on this application for a grant is true, complete and correct and I, the applicant, have personally provided it.</li> <li>I understand that the Alberta Sport, Recreation, Parks and Wildlife Foundation (ASRPWF) may decline this application:               <ol style="list-style-type: none"> <li>If I have submitted any false statements or concealed a relevant or significant fact as both constitute misrepresentation.</li> <li>If I do not comply with any request for information required by the ASRPWF to effectively administer and maintain the integrity of the program.</li> </ol> </li> <li>We will represent Alberta in a positive manner, and publicly declare support we receive through the ASRPWF.</li> <li>I have read, understand and agree to abide by the terms and conditions governing the grant outlined above and accept sole responsibility for the expenditure of the grant funds.</li> <li>The person responsible for the proposed project is the Applicant.</li> </ol>		
Applicant (Print Name)	Signature	Date (mm/dd/yyyy)
Witness (Print Name)	Signature	Date (mm/dd/yyyy)

**PLEASE RETURN COMPLETED APPLICATION TO:**

Alberta Sport, Recreation, Parks and Wildlife Foundation  
 903 Standard Life Centre  
 10405 Jasper Avenue, Edmonton, AB T5J 4R7  
 Telephone: 780-643-0666  
 Attention: Chris Buchanan