



BUILDING *Communities* – North

Application Form
Part 1 Overview &
Part 2 Detail

a program of the

NORTHERN SPORT, CULTURE, AND RECREATION DISTRICT

With the support of Saskatchewan Culture, Youth and Recreation



BUILDING Communities – North
NORTHERN SPORT, CULTURE, AND RECREATION DISTRICT
Application Form - Part 1

Complete all sections supporting the detailed information included in Part 2, the narrative portion of your application.			
COMMUNITY: _____			
APPLICANT INFORMATION			
Legal Name of Organization or Community Government:		_____	
Address:	_____		

Contact:	Name:	_____	
	Phone:	_____	
	Fax:	_____	
	Email:	_____	
PROJECT OVERVIEW(S)			
If applying for more than one project, include a short description of the overall project.			
Brief Description:		_____	

Partners:	_____		
Organization:	_____		
Contact:	_____		
Phone:	_____	_____	

Organization:	_____		
Contact:	_____		
Phone:	_____	_____	

Total Estimated Costs:		\$	_____
Total Funding From Other Sources:		\$	_____
	Fundraising Activities:	\$	_____
	Applicant Resources:	\$	_____
	Community Government:	\$	_____
	Provincial Government:	\$	_____
	Federal Government:	\$	_____
	Partners:	\$	_____
	Other Sources (specify):	\$	_____
Amount requested from BUILDING Communities – North		\$	_____
Submitted on behalf of _____			
Name organization applying.			
_____	_____	_____	_____
Date	Position	Signature	

BUILDING Communities – North
NORTHERN SPORT, CULTURE, AND RECREATION DISTRICT

Application Form - Part 2
Detailed Narrative

Introduction

The Northern Sport, Culture, and Recreation District (NSCRD) will provide \$2 million in funding for the program. The money will go to community groups and local governments that are building, renovating or repairing sport, culture, and recreation facilities and areas. The program, **BUILDING Communities – North**, will also help groups that work together on community sport, culture and recreation facilities, areas and programs.

The **BUILDING Communities - North** program may provide up to \$150,000 for approved projects. Your application must answer the program criteria and show how they are being met or planned for. The applications will be reviewed and judged by the District from the information in the applications.

- **All applicants must answer the questions below before their applications will be considered.** This section, Part 2, should include more information than provided in PART 1. **Part 2 is a guide for developing a project not a form to complete.** The narrative must provide detailed information on the project. It should say how your project relates to sport, culture, and recreation programming. It should also say who will benefit from your project, describe your general plans, and budget for the project. This includes an expected start and completion date as well as projected operating and programming plans. If the application is for a series of projects, detail must be provided for each project you want support for.

- Once Part 2 has been developed, you can move the information to Part 1 and submit your application.

Applicant Information

Project Title or Name
Location
Legal Name of Organization Applying for the Grant
Contact/Authorized Individual's Name
Mailing Address: _____
Email Address: _____
Business Phone: _____ Home Phone: _____
Cell Phone: _____ Fax: _____
Estimated Total Costs: \$ _____
Amount requested: \$ _____

BUILDING Communities - North
Application Form – Part 2 cont'd
Detailed Narrative

PROGRAM OBJECTIVE AND CRITERIA DETAIL

Tell how you have addressed or plan to address the **BUILDING Communities - North** priorities and criteria as identified. The questions below need to be answered by the organization working on a capital project and wanting support from this program. Approval is not based on privilege. It will be based on:

- an objective evaluation of the technical and financial components of project management. This means how the applicant plans to carry out their work, and
- a subjective review of the project planning and development activities the applicant has worked on.

PROJECT CRITERIA

Community Involvement:

- How did you ask community residents about their sport, culture and recreation needs? And whether or not this project is a community priority for residents?
- Do you have written formal support from your community government?
- How will residents of the community and area access the programs and facility? How will the project benefit surrounding communities?

Collaboration:

- Have you identified other potential partners and projects? Community governments will need to tell how this project affects the overall capital program local governments receive.
- Give an overview of the organizations, names of contacts for your partner organizations and their contributions to the project.
- What other funding have you applied for or received to support this project?
- If this application is for part of a larger existing project or phase of an existing project, describe how the project will be enhanced.

Sustainability:

- How much work will be completed? Information on major renovation or construction work should include information on facility structural and/or safety assessments.
- What services or programs will the facility/area be used for? Who is your target population group for programming? You must develop an operation plan for programming as well as ongoing operation and maintenance costs of the facility. These must be information on training or leadership activities that need to be in place for the facility and programs to function and endure. The plan must include a program (operational) budget (revenue and expenses identified) with letters of support from the agencies who are responsible for the programming and operations.

Organization Capacity:

- Describe why your organization has the capacity and capability to undertake the project. This should include information on your overall corporate status, financial capacity, board organization and management as well as overall planning that you have taken on. Similar details should be given where partners have expressed financial commitment.
- How is this project part of a formal long-term plan?

Organization Capacity cont'd:

- How do you plan to carry out the work? Please give all key dates and a detailed schedule of the major components of the project. Describe actions needed or undertaken to ensure compliance with all building, environment and other legislative or regulatory standards.
- Provide a budget for all project costs. This should include all project expenses, including ineligible costs. It should also include all financing (revenue) sources such as the amount requested from this program and any other possible or outstanding funding or grant requests.

Applications and Support:

For help with developing the project plans, meeting the criteria or reviewing the application process please contact the NSCRD Coordinator in your area.

ATHABASCA

Brandy Smart
NSCRD La Ronge
425-3127 ext. 3

BEAVER RIVER

Louis Gardiner
NSCRD Ile a la Crosse
833-2204

NEYANUN

Kathy McGrath
NSCRD Creighton
688-2122

SAGASTEW

Joaleen Szeles
NSCRD La Ronge
425-3127 ext.4

CLEARWATER

NSCRD La Ronge
425-3127 ext. 1

For general information on the program, its management and administration contact the **BUILDING Communities - North** Program Manager, Rus Duncombe, at 763-6390 or the NSCRD General Manager, Michelle Hewison, at 425-3127 ext.1.

Applications must be submitted to: Northern Sport, Culture, and Recreation District
PO Box 1097
La Ronge SK, S0J 1L0

The deadlines for applications are September 15, 2007 and April 30, 2008. ***(For the September deadline the NSCRD will prioritize only projects that deal with critical issues for winter programs and facilities to review.)***