



## COMMUNITY AND GOVERNMENT SERVICES

### SPORTS AND RECREATION GRANTS AND CONTRIBUTIONS POLICY

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#### POLICY STATEMENT

The Department of Community and Government Services is committed to a grants and contributions approval process that is accountable, easy to understand, fair, transparent and reflective of community needs and Inuit societal values.

#### PRINCIPLES

This policy is based on the following principles:

1. Programs support the growth of community capacity and self-reliance;
2. Programs and services support the values, knowledge, beliefs and cultural distinctiveness of the people of Nunavut;
3. The Department is committed to the Inuit Qaujimajatuqangit guiding principles of Pijitsirniq - to serve, Angiqatigiiniq - arriving at a decision through discussion and consensus, and Piliriqatigiiniq - working together for a common cause;

#### APPLICATION

This policy applies to non-profit community-based organizations, individuals, and municipal corporations who direct their efforts to physical activity, recreation and sport.

Organizations or agencies that do not meet the eligibility requirements are encouraged to consider partnerships with non-profit community-based organizations, individuals or municipal corporations.

#### DEFINITIONS

Audited Financial Statement - a financial statement prepared by an accountant registered under either the *Certified General Accountants Act* (Nunavut), or the *Institute of Chartered Accountants Act* (Nunavut).

Audited Schedule of Revenue and Expenses - a Schedule of Revenue and Expenses prepared by an accountant registered under either the *Certified General Accountants Act "Nunavut"*, or the *Institute of Chartered Accountants Act "Nunavut"* and attached to the audited financial statement.

Contribution - a conditional transfer payment made to a recipient from whom the Government will not receive any goods or services directly in return. Contribution payments are conditional on performance or achievement and are subject to audit or other reporting requirements.

Grant - a transfer payment made to a recipient from whom the Government will not receive any goods or services directly in return. A grant is a payment without financial accountability requirements; however, an achievement may be required.

Inuit Language - refers to Inuinnaqtun in or near Kugluktuk, Cambridge Bay, Bathurst Inlet and Umingmaktuuq, and Inuktitut in or near other communities.

Municipal Corporation - a community governing body incorporated under the *Cities, Towns and Villages Act* (tax based) or the *Hamlets Act* (non-tax based).

Multi-Sport Games - any sporting event that hosts more than one athletic competition such as the Arctic Winter Games, Canada Winter and Summer Games, Western Canada Summer Games and North-American Indigenous Games.

Nunavut Sport Clubs - a sport association that does not meet the eligibility criteria as a Territorial Sport Organization, but is a registered non-profit sport association in good standing with the Registrar of Societies (Appendix A).

Non-Profit Organization - a community, regional or territory-wide organization that is registered under the *Societies Act (Nunavut)* as being non-profit in nature. In order to be eligible for funding all non-profit organizations must be in good standing with the Registrar of Societies.

Recreation Organization - a recreation organization that is registered under the *Societies Act (Nunavut)* as being non-profit in nature that promotes recreation, physical activity and healthy lifestyle choices. Recreation organizations must meet the recognition criteria identified in Appendix C.

Schedule of Revenue and Expenses - an un-audited financial report of revenue and expenditures pertaining to a project and signed by the funding recipient.

Territorial Sport Organization (TSO) - a volunteer group that meets the requirements for territorial status (Appendix B) and represents a sport that has sufficient members distributed throughout Nunavut.

Working Groups - groups established by the Department to review applications for grants and contributions and to make recommendations to the Director described in the attached schedules.

## **ROLES AND RESPONSIBILITIES**

### Minister

The Minister of Community and Government Services is accountable to the Executive Council for the implementation of this Policy

### Deputy Minister

The Deputy Minister of Community and Government Services is accountable to the Minister for the administration of this Policy.

### Directors

The Director of Corporate Services is responsible for the administration of all grant and contribution programs. Within their mandate, program directors approve or deny all grant or contribution applications.

### Grant and Contribution Administration Officers

Administration Officers process funding applications, chair working groups, draft acceptance and rejection letters, and ensure payments are made in a timely manner.

## **PROVISIONS**

### Eligibility

- (a) Eligibility for this policy is restricted to individuals, non-profit organizations and municipal corporations, as set out in the attached schedules. When requested, the Department will assist applicants with the preparation of applications.
- (b) All applications that are approved for funding must be project specific, with a clearly defined timeline for completion. Meeting the eligibility requirements of this policy does not guarantee funding approval.
- (c) Grant and contribution programs should not be viewed as a source of personal income. Applications that request ongoing salary dollars that have an impact on future years will not be considered, or will be given reduced priority.
- (d) Territorial Sport Organizations and Nunavut Sport Clubs shall adopt and enforce the Sport and Recreation Code of Conduct, or adopt a code that reflects similar principles.

### Financial Conditions

- (a) All provisions contained in the *Financial Administration Act* and the Government of Nunavut's *Financial Administration Manual* shall apply to the administration of all grants and contributions issued by the Department.

- (b) Prior to the issue of payment, the recipients of a contribution shall sign a Conditional Contribution Agreement which contains their project goals and objectives, guidelines for allowable expenditures, completion timeline and reporting and accounting requirements.
- (c) Contributions will be paid in installments as outlined in the terms of the Conditional Contribution Agreement. A midyear Schedule of Revenue and Expenses must be submitted to the Department before a second payment is issued.
- (d) Recipients of a contribution in excess of \$50,000 are required to submit mid-year financial reports and a year-end audited financial statement, which includes a schedule of revenues and expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year.
- (e) Recipients of a contribution that is \$50,000 or less are required to submit mid-year financial reports and a year-end un-audited schedule of revenues and expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year.
- (f) In an instance where the required financial reporting is not submitted, the recipient will not be eligible for further funding until the required financial statements indicating that the contribution was expended are submitted, or any amount unaccounted for is repaid.
- (g) Recipients will repay any surplus project funds, disallowed expenses, overpayments or unexpected balances to the Government of Nunavut within 30 days of the delivery of the required year-end financial reports. These amounts constitute debts due to the Government.
- (h) Funding in one fiscal year does not guarantee funding in subsequent years.
- (i) Under the terms of this Policy the Government's liability is limited to the amount of funding authorized. As a result, the Government will not be responsible for any shortfalls or deficits incurred by the funding recipient.
- (j) All applicants for funding must disclose if they have applied for funding for the same project from other sources, in order to avoid any possibility of double funding.
- (k) The Government of Nunavut reserves the right to conduct an audit of any project funded through grant or contribution.

## **FINANCIAL RESOURCES**

Financial resources required under this policy are conditional on approval by the Legislative Assembly and on the availability of funds in the appropriate budget.

## **PREROGATIVE OF EXECUTIVE COUNCIL**

Nothing in this policy shall in any way be construed to limit the prerogative of the Executive Council to make decisions or take action respecting grants and contributions outside the provisions of this policy.

## **SUNSET**

This policy shall be in effect from the date of signature until March 31, 2017

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Premier  
Eva Aariak

## SCHEDULE A

### GRANTS

Traditional Activities	A-1	Page
Physical Activity Initiatives	A-2	Page
Sport and Recreation Organization Funding	A-3	Page
Nunavut Sport Clubs	A-4	Page
Volunteer Recognition Program	A-5	Page
Sport and Recreation Special Events	A-6	Page
Sport and Recreation Scholarship	A-7	Page
Recreation Facility Operators Training	A-8	Page
Recreation Leaders and Volunteer Training	A-9	Page
Nunavut Territorial Assistance Program	A-10	Page
Sport Development	A-11	Page
Technical Development	A-12	Page
Sport and Recreation Skills	A-13	Page

## SCHEDULE A-1

### GRANTS

#### TRADITIONAL ACTIVITIES

**Purpose** Provides grants to municipal corporations and non-profit societies that want to undertake activities that foster the promotion and enhancement of community based traditional events. This program supports the overall mandate of the Department.

**Eligibility** Municipal corporations or non-profit societies.

**Review** A working group reviews the applications and makes recommendations to the Director of Sport and Recreation. The applicable grant and contribution administrative officer chairs the working group, which is comprised of up to four additional members.

The working group meets once per year to review applications. In cases where timelines require a proposed project to be assessed quickly, or the working group has already met, the Director of Sport and Recreation may approve or reject the application, subject to the evaluation criteria and available funding.

**Supporting Data** A completed application is submitted to the Department

**Accountability** Recipients are required to submit an achievement report outlining the benefits achieved, compared to the expectations indicated in the application. Eligibility for future grants is contingent upon receipt of this report within 60 days of the end of the project or the Government of Nunavut's fiscal year.

Recipients must also acknowledge the financial support provided by the Department of Community and Government Services in any publication or media coverage arising from their project or activity.

**Amount** The maximum grant that can be awarded for any one application is \$5,000. Amounts will be limited to one community per call for proposals. However, amounts may be awarded more than once per community in a fiscal year depending upon funding levels. Funding shall only be used for the administration, promotion and delivery of the community event. Funding shall not be used for prize money or towards awards for the community event. The Government's liability is limited to the amount of funding authorized. As a result, the Government will not be responsible for any shortfalls or deficits.

**Payment** One payment will be issued.

**Term** Grants are one-time only, with a reporting period from April 1 to March 31 of each fiscal year.

## SCHEDULE A-2

### GRANTS

#### PHYSICAL ACTIVITY INITIATIVES

<b>Purpose</b>	Provides grants to municipal corporations and non-profit societies for on-going initiatives that foster the promotion and enhancement of physical activity. This program supports the overall mandate of the Department.
<b>Eligibility</b>	Municipal corporations or non-profit societies.
<b>Review</b>	<p>A working group reviews the applications and makes recommendations to the Director of Sport and Recreation. The applicable grant and contribution administrative officer chairs the working group, which is comprised of up to four additional members.</p> <p>The working group meets once per year to review applications. In cases where timelines require a proposed project to be assessed quickly, or the working group has already met, the Director of Sport and Recreation may approve or reject the application, subject to the evaluation criteria and available funding.</p>
<b>Supporting Data</b>	A completed application is submitted to the Department.
<b>Accountability</b>	<p>Recipients are required to submit an achievement report outlining the benefits achieved, compared to the expectations indicated in the application. Eligibility for future grants is contingent upon receipt of this report within 60 days of the end of the project or the Government of Nunavut's fiscal year.</p> <p>Recipients must also acknowledge the financial support provided by the Department of Community and Government Services in any publication or media coverage arising from their project or activity.</p>
<b>Amount</b>	The maximum grant that can be awarded is \$10,000. Amounts will be limited to one community per call for proposals. Funding shall only be used for the administration, promotion and delivery of the community event. Funding shall not be used for prize money. The Government's liability is limited to the amount of funding authorized. As a result, the Government will not be responsible for any shortfalls or deficits.
<b>Payment</b>	One payment will be issued.
<b>Term</b>	Grants are one-time only, with a reporting period from April 1 to March 31 of each fiscal year.



## SCHEDULE A-3

### GRANTS

#### SPORT AND RECREATION ORGANIZATION FUNDING

<b>Purpose</b>	Provides grants to recognized Territorial Sport Organizations and Recreation Organizations that want to undertake sport and/or recreation programs and services to their members. This program supports the overall mandate of the Department.
<b>Eligibility</b>	Territorial Sport Organizations meeting the eligibility criteria. (Appendix B & C)
<b>Review</b>	<p>A working group reviews the applications and makes recommendations to the Director of Sport and Recreation. The applicable grant and contribution administrative officer chairs the working group, which is comprised of up to four additional members.</p> <p>The working group meets once per year to review applications. In cases where timelines require a proposed project to be assessed quickly, or the working group has already met, the Director of Director of Sport and Recreation may approve or reject the application, subject to the evaluation criteria and available funding.</p>
<b>Supporting Data</b>	A completed application is submitted to the Department, which includes the identification of the regions represented and the registered members.
<b>Accountability</b>	Recipients are required to submit an achievement report outlining the benefits achieved, compared to the expectations indicated in the proposal. Eligibility for future grants is contingent upon receipt of this report within 60 days of the end of the project or the Government of Nunavut's fiscal year. Recipients must also acknowledge the financial support provided by the Department of Community and Government Services in any publication or media coverage arising from their project or activity.
<b>Amount</b>	The maximum grant that can be awarded for any one organization is \$50,000. Eligible expenses include but are not limited to administrative expenses, athlete development, technical development in the form of coaching and officials certification clinics, attendance at annual general meetings of member organizations; and additional projects outlined and approved on the submitted application. The Government's liability is limited to the amount of funding authorized. As a result, the Government will not be responsible for any shortfalls or deficits.
<b>Payment</b>	Payment may be made in two installments.
<b>Term</b>	Grants are one-time only, with a reporting period from April 1 to March 31 of each fiscal year.

## SCHEDULE A-4

### GRANTS

#### NUNAVUT SPORT CLUBS

<b>Purpose</b>	Provides grants to recognized Nunavut Sport Clubs (NSC) that endeavor to undertake sport programs and services to their affiliated members. This program supports the overall mandate of the Department.
<b>Eligibility</b>	Nunavut Sport Clubs meeting the eligibility criteria. (Appendix A)
<b>Review</b>	<p>A working group reviews the applications and makes recommendations to the Director of Sport and Recreation. The applicable grant and contribution administrative officer chairs the working group, which is comprised of up to four additional members.</p> <p>The working group meets once per year to review applications. In cases where timelines require a proposed project to be assessed quickly, or the working group has already met, the Director of Sport and Recreation may approve or reject the application, subject to the evaluation criteria and available funding.</p>
<b>Supporting Data</b>	A completed application is submitted to the Department, which includes the identification of the number of registered members.
<b>Accountability</b>	Recipients are required to submit an achievement report outlining the benefits achieved, compared to the expectations indicated in the proposal. Eligibility for future contributions is contingent upon the receipt of this report within 60 days of the end of the project or the Government of Nunavut's fiscal year.
<b>Amount</b>	<p>The maximum grant that can be awarded for any one Nunavut Sport Club project is \$10,000. Eligible expenses include but are not limited to administrative expenses, athlete development, technical development for coaches, administrators and officials and additional projects, as approved by Sport and Recreation. The Government's liability is limited to the amount of funding authorized. As a result, the Government will not be responsible for any shortfalls or deficits.</p> <p>Upon approval, a letter will be forwarded to the applicant(s) outlining the approved amount, payment and accountability procedures.</p>
<b>Payment</b>	One payment will be issued. Reimbursements may be made, however, they will be limited to eligible expenses incurred in the year for which funding is approved.
<b>Term</b>	Grants are one-time only with a reporting period from April 1 to March 31 of each fiscal year.

## SCHEDULE A-5

### GRANTS

#### VOLUNTEER RECOGNITION PROGRAM

<b>Purpose</b>	Provides grants to municipal corporations to recognize the achievements, efforts and contributions of community volunteers. This program supports the overall mandate of the Department.
<b>Eligibility</b>	Municipal Corporations within Nunavut.
<b>Review</b>	<p>A working group reviews the applications and makes recommendations to the Director of Sport and Recreation. The applicable grant and contribution administrative officer chairs the working group, which is comprised of up to four additional members.</p> <p>The working group meets once per year to review applications. In cases where timelines require a proposed project to be assessed quickly, or the working group has already met, the Director of Sport and Recreation may approve or reject the application, subject to the evaluation criteria and available funding.</p>
<b>Supporting Data</b>	A completed application is required.
<b>Accountability</b>	<p>Recipients are required to submit an achievement report outlining the benefits achieved, compared to the expectations indicated in the proposal. Eligibility for future grants is contingent upon the receipt of this report within 60 days of the end of the project or the Government of Nunavut's fiscal year.</p> <p>Recipients must also acknowledge the financial support provided by the Department of Community and Government Services in any publication or media coverage arising from their project or activity.</p>
<b>Amount</b>	The maximum grant that can be awarded for a single community volunteer recognition celebration is \$1,500. Funding must not be used as prize money. The Government's liability is limited to the amount of funding authorized. As a result, the Government will not be responsible for any shortfalls or deficits.
<b>Payment</b>	One payment will be issued. Reimbursements may be made, however, they will be limited to eligible expenses incurred in the year for which funding is approved.
<b>Term</b>	Grants are one-time only, with a reporting period from April 1 to March 31 of each fiscal year.

## SCHEDULE A-6

### GRANTS

#### SPORT AND RECREATION SPECIAL EVENTS

<b>Purpose</b>	Provides grants to municipal corporations, Territorial Sport and Recreation Organizations, Nunavut Sport Clubs, Host Community Groups and/or affiliated members to participate in events outside the regular sporting events schedule. This program supports the overall mandate of the Department.
<b>Eligibility</b>	Municipal Corporations, Territorial Sport Organization, Nunavut Sport Clubs, Host Community Groups and/or affiliated members.
<b>Review</b>	<p>A working group reviews the applications and makes recommendations to the Director of Sport and Recreation. The applicable grant and contribution administrative officer chairs the working group, which is comprised of up to four additional members.</p> <p>The working group meets once per year to review applications. In cases where timelines require a proposed project to be assessed quickly, or the working group has already met, the Director of Sport and Recreation may approve or reject the application, subject to the evaluation criteria and available funding.</p>
<b>Supporting Data</b>	A completed application is submitted to the Department.
<b>Accountability</b>	Recipients are required to submit an achievement report outlining the benefits achieved, compared to the expectations indicated in the proposal. Eligibility for future grants is contingent upon receipt of this report within 60 days of the end of the project or the Government of Nunavut's fiscal year.
<b>Amount</b>	Funding depends on the nature of the project and available funding. The Government's liability is limited to the amount of funding authorized. As a result, the Government will not be responsible for any shortfalls or deficits. Recipients must also acknowledge the financial support provided by the Department of Community and Government Services in any publication or media coverage arising from their project or activity.
<b>Payment</b>	One payment will be issued. Reimbursements may be made, however, they will be limited to eligible expenses incurred in the year for which funding is approved.
<b>Term</b>	Grants are one-time only, with a reporting period from April 1 to March 31 of each fiscal year.

## SCHEDULE A-7

### GRANTS

#### SPORT AND RECREATION SCHOLARSHIP

<b>Purpose</b>	Provides grants to Nunavut students who are currently enrolled at a post secondary institution in the field of Sport Administration, Education/Kinesiology, Recreation or Sport Sciences. This program supports the overall mandate of the Department.
<b>Eligibility</b>	Individuals who have been accepted or are currently enrolled in a post-secondary institution to study Sport Administration, Education/Kinesiology, Recreation or Sport Sciences.
<b>Review</b>	<p>A working group reviews the applications and makes recommendations to the Director of Sport and Recreation. The applicable grant and contribution administrative officer chairs the working group, which is comprised of up to four additional members.</p> <p>The working group meets once per year to review applications. In cases where timelines require a proposed project to be assessed quickly, or the working group has already met, the Director of Sport and Recreation may approve or reject the application, subject to the evaluation criteria and available funding.</p>
<b>Supporting Data</b>	A completed application is submitted to the Department.
<b>Accountability</b>	Applicants must submit proof of acceptance and enrollment in a post-secondary institution. Recipients must also acknowledge the financial support provided by the Department of Community and Government Services in any publication or media coverage arising from their scholarship.
<b>Amount</b>	The maximum grant that can be awarded per recipient is \$5,000. Upon approval, a letter will be forwarded to the applicant outlining the approved amount, payment and accountability procedures. The Government's liability is limited to the amount of funding authorized. As a result, the Government will not be responsible for any shortfalls or deficits.
<b>Payment</b>	One payment will be issued.
<b>Term</b>	Grants are one-time only, with a reporting period from April 1 to March 31 of each fiscal year.

## SCHEDULE A-8

### GRANTS

#### RECREATION FACILITY OPERATORS TRAINING

<b>Purpose</b>	Provides grants to municipal corporations that want to train recreation facility personnel, or community members, working as volunteers at the community level and assist in the operation of sport and recreation facilities within Nunavut. This program supports the overall mandate of the Department.
<b>Eligibility</b>	Municipal corporations in support of individuals in the employ of the municipal corporation, or in a volunteer capacity. Trainers may be brought into a community, or trainees may be required to attend courses outside of their respective community.
<b>Review</b>	<p>A working group reviews the applications and makes recommendations to the Director of Sport and Recreation. The applicable grant and contribution administrative officer chairs the working group, which is comprised of up to four additional members.</p> <p>The working group meets once per year to review applications. In cases where timelines require a proposed project to be assessed quickly, or the working group has already met, the Director of Sport and Recreation may approve or reject the application, subject to the evaluation criteria and available funding.</p>
<b>Supporting Data</b>	A completed application is required.
<b>Accountability</b>	Recipients are required to submit an achievement report outlining the benefits achieved, compared to the expectations indicated in the proposal. Eligibility for future grants is contingent upon receipt of this report within 60 days of the end of the project or the Government of Nunavut's fiscal year. Recipients must also acknowledge the financial support provided by the Department of Community and Government Services in any publication or media coverage arising from their project or activity.
<b>Amount</b>	Up to 100 percent of eligible expenses may be awarded including travel and accommodation for the identified participants. Other costs that may be covered include bringing trained facilitators and trainers to the community, and administration costs associated with the training sessions. The number of training opportunities is subject to the availability of funding levels in a given year. The Government's liability is limited to the amount of funding authorized. As a result, the Government will not be responsible for any shortfalls or deficits.
<b>Payment</b>	One payment will be issued.
<b>Term</b>	Grants are one-time only, with a reporting period from April 1 to March 31 of each fiscal year.

## SCHEDULE A-9

### GRANTS

#### RECREATION LEADERS AND VOLUNTEER TRAINING

<b>Purpose</b>	Provides grants to municipal corporations, non profit organizations and individuals that want to train recreation leaders and volunteers to assist in the organization, development and/or the delivery of recreation programs and activities within their community. This program supports the overall mandate of the Department.
<b>Eligibility</b>	Municipal corporations, non-profit organizations and individuals.
<b>Review</b>	<p>A working group reviews the applications and makes recommendations to the Director of Sport and Recreation. The applicable grant and contribution administrative officer chairs the working group, which is comprised of up to four additional members.</p> <p>The working group meets once per year to review applications. In cases where timelines require a proposed project to be assessed quickly, or the working group has already met, the Director of Sport and Recreation may approve or reject the application, subject to the evaluation criteria and available funding.</p>
<b>Supporting Data</b>	A completed application is required.
<b>Accountability</b>	<p>Recipients are required to submit an achievement report outlining the benefits achieved, compared to the expectations indicated in the proposal. Eligibility for future grants is contingent upon receipt of this report within 60 days of the end of the project or the Government of Nunavut's fiscal year.</p> <p>Recipients must also acknowledge the financial support provided by the Department of Community and Government Services in any publication or media coverage arising from their project or activity.</p>
<b>Amount</b>	Up to 100 percent of eligible expenses may be awarded, including travel and accommodation for the identified participants. The number of training opportunities is subject to the availability of funding levels in a given year. The Government's liability is limited to the amount of funding authorized. As a result, the Government will not be responsible for any shortfalls or deficits.
<b>Payment</b>	One payment will be issued.
<b>Term</b>	Grants are one-time only, with a reporting period from April 1 to March 31 of each fiscal year.

## SCHEDULE A-10

### GRANTS

#### NUNAVUT TERRITORIAL ASSISTANCE PROGRAM (NTAP)

<b>Purpose</b>	Provides grants to Territorial Sport Organizations, Recreation Organizations, Nunavut Sport Clubs, Host Community Groups, and/or affiliated members towards the participation in a Sport and Recreation sanctioned sport competition, sport development camp or sport clinic. This program supports the overall mandate of the Department.
<b>Eligibility</b>	Territorial Sport Organizations, Recreation Organizations, Nunavut Sport Clubs, Host Community Groups and affiliated members in good standing are eligible to receive assistance from the Nunavut Territorial Assistance Program.
<b>Review</b>	<p>A working group reviews the registration forms/applications and makes recommendations to the Director of Sport and Recreation. The applicable grant and contribution administrative officer chairs the working group, which is comprised of up to four additional members.</p> <p>The working group meets twice per year to review applications. In cases where timelines require a proposed project to be assessed quickly, or the working group has already met, the Director of Sport and Recreation may approve or reject the application, subject to the evaluation criteria and available funding.</p>
<b>Supporting Data</b>	A completed registration form/application is submitted to the Department.
<b>Accountability</b>	Recipients are required to submit an achievement report outlining the benefits achieved, compared to the expectations indicated in the proposal within 60 days of the end of the project or the Government of Nunavut's fiscal year. Eligibility for future grants is contingent upon receipt of this report. Recipients must also acknowledge the financial support provided by the Department of Community and Government Services in any publication or media coverage arising from their project or activity.
<b>Amount</b>	Grants are awarded only in support of expenses incurred to participate at sporting events such as travel accommodations officiating fees, facility accessibility, etc. The Government's liability is limited to the amount of funding authorized. As a result, the Government will not be responsible for any shortfalls or deficits.
<b>Payment</b>	One payment will be issued.
<b>Term</b>	Grants are one-time only, with a reporting period from April 1 to March 31 of each fiscal year.



## SCHEDULE A-11

### GRANTS

#### SPORT DEVELOPMENT

<b>Purpose</b>	Provides grants to Territorial Sport Organizations and Nunavut Sport Clubs to develop, or continue, multi-year training programs for athletes, coaches and officials. This training helps recipients to represent Nunavut outside the territory. Assistance may also be provided for core administrative expenses to help these organizations to participate in multi-sport games, and athlete identification and development camps. It may also be used to fund additional projects as approved by Sport and Recreation. This program supports the overall mandate of the Department.
<b>Eligibility</b>	Territorial Sport Organizations and Nunavut Sport Clubs that support the development of identified teams, athletes, coaches and/or officials.
<b>Review</b>	<p>A working group reviews the applications and makes recommendations to the Director of Sport and Recreation. The applicable grant and contribution administrative officer chairs the working group, which is comprised of up to four additional members.</p> <p>The working group meets once per year to review applications. In cases where timelines require a proposed project to be assessed quickly, or the working group has already met, the Director of Sport and Recreation may approve or reject the application, subject to the evaluation criteria and available funding.</p>
<b>Supporting Data</b>	A completed application is required.
<b>Accountability</b>	<p>Recipients are required to submit an achievement report outlining the benefits achieved, compared to the expectations indicated in the proposal. Eligibility for future grants is contingent upon receipt of this report within 60 days of the end of the project or the Government of Nunavut's fiscal year.</p> <p>Recipients must also acknowledge the financial support provided by the Department of Community and Government Services in any publication or media coverage arising from their project or activity.</p>
<b>Amount</b>	Funding depends on the nature of the project and available funding. The Government's liability is limited to the amount of funding authorized. As a result, the Government will not be responsible for any shortfalls or deficits.
<b>Payment</b>	One payment will be issued.
<b>Term</b>	Grants are one-time only, with a reporting period from April 1 to March 31 of each fiscal year.

## SCHEDULE A-12

### GRANTS

#### TECHNICAL DEVELOPMENT

<b>Purpose</b>	Provides grants for Municipal Corporations, Territorial Sport Organizations, Nunavut Sport Clubs, Host Community Groups and/or affiliated members who want to undertake training and certification opportunities in recognized programs for coaching and officiating. This program supports the overall mandate of the Department.
<b>Eligibility</b>	Municipal Corporations, Territorial Sport Organizations, Nunavut Sport Clubs, Host Community Groups and/or affiliated members who through an application process demonstrate a willingness and aptitude to participate in the development of sport and recreation in Nunavut.
<b>Review</b>	<p>A working group reviews the applications and makes recommendations to the Director of Sport and Recreation. The applicable grant and contribution administrative officer chairs the working group, which is comprised of up to four additional members.</p> <p>The working group meets once per year to review applications. In cases where timelines require a proposed project to be assessed quickly, or the working group has already met, the Director of Sport and Recreation may approve or reject the application, subject to the evaluation criteria and available funding.</p>
<b>Supporting Data</b>	A completed application is required.
<b>Accountability</b>	<p>Recipients are required to submit an achievement report outlining the benefits achieved, compared to the expectations indicated in the proposal. Eligibility for future grants is contingent upon receipt of this report within 60 days of the end of the project or the Government of Nunavut's fiscal year.</p> <p>Recipients must also acknowledge the financial support provided by the Department of Community and Government Services in any publication or media coverage arising from their project or activity.</p>
<b>Amount</b>	Funding depends on the nature of the project and available funding. The Government's liability is limited to the amount of funding authorized. As a result, the Government will not be responsible for any shortfalls or deficits.
<b>Payment</b>	One payment will be issued.
<b>Term</b>	Grants are one-time only, with a reporting period from April 1 to March 31 of each fiscal year.

## SCHEDULE A-13

### GRANTS

#### SPORT AND RECREATION SKILLS

<b>Purpose</b>	Provides grants to municipal corporations, individuals and non-profit groups that want to undertake community skills clinics to provide exposure to new or existing types of sport and recreation activities. This program supports the overall mandate of the Department.
<b>Eligibility</b>	Municipal Corporations, individuals and non-profit groups.
<b>Review</b>	<p>A working group reviews the applications and makes recommendations to the Director of Sport and Recreation. The applicable grant and contribution administrative officer chairs the working group, which is comprised of up to four additional members.</p> <p>The working group meets once per year to review applications. In cases where timelines require a proposed project to be assessed quickly, or the working group has already met, the Director of Sport and Recreation may approve or reject the application, subject to the evaluation criteria and available funding.</p>
<b>Supporting Data</b>	A completed application is submitted to the Department.
<b>Accountability</b>	<p>Recipients are required to submit an achievement report outlining the benefits achieved, compared to the expectations indicated in the proposal. Eligibility for future grants is contingent upon receipt of this report within 60 days of the end of the project or the Government of Nunavut's fiscal year.</p> <p>Recipients must also acknowledge the financial support provided by the Department of Community and Government Services in any publication or media coverage arising from their project or activity.</p>
<b>Amount</b>	Up to 100 percent of eligible expenses may be awarded, including travel and accommodations of the identified participants. The number of skills clinic opportunities is subject to the availability of funding levels in a given year. The Government's liability is limited to the amount of funding authorized. As a result, the Government will not be responsible for any shortfalls or deficits.
<b>Payment</b>	One payment will be issued.
<b>Term</b>	Grants are one-time only, with a reporting period from April 1 to March 31 of each fiscal year.

**SCHEDULE B**  
**CONTRIBUTIONS**

Inuit Games Support	B-1	Page
Pool & Waterfront Operations	B-2	Page
Sport & Recreation Facilities Programming Improvements	B-3	Page

## SCHEDULE B-1 CONTRIBUTIONS

### INUIT GAMES SUPPORT

<b>Purpose</b>	Provides contributions to municipal corporations or Territorial Sport Organizations to assist with organization and travel costs in support of Inuit Games. This program supports the overall mandate of the Department.
<b>Eligibility</b>	Municipal corporations and regional/territorial groups that are registered non-profit volunteer organizations.
<b>Review</b>	<p>A working group reviews the applications or contacts communities for a list of participants, and makes recommendations to the Director of Sport and Recreation. The applicable grant and contribution administrative officer chairs the working group which is comprised of up to four additional members.</p> <p>The working group meets once per year to review applications. In cases where timelines require a proposed project to be assessed quickly, or the working group has already met, the Director of Sport and Recreation may approve or reject the application, subject to the evaluation criteria and available funding.</p>
<b>Supporting Data</b>	A completed application form is submitted to the Department.
<b>Accountability</b>	<p>Recipients of a contribution that is \$50,000 or less are required to submit mid-year financial reports and a year-end un-audited schedule of revenues and expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year. Recipients are also required to submit an achievement report outlining the benefits achieved compared to expectations outlined in the application.</p> <p>Recipients must also acknowledge the financial support provided by the Department of Community and Government Services in any publication or media coverage arising from their project or activity.</p>
<b>Amount</b>	Assistance of up to 100 percent to cover costs for the event, including but not limited to: participant travel, logistics, accommodations and awards. The Government's liability is limited to the amount of funding authorized. As a result, the Government will not be responsible for any shortfalls or deficits.
<b>Payment</b>	Payment will be made in two installments, as outlined in the terms of the Conditional Contribution Agreement.
<b>Term</b>	Contributions are one-time only, with a reporting period from April 1 to March 31 of each fiscal year.

## SCHEDULE B-2 CONTRIBUTIONS

### POOL AND WATERFRONT OPERATIONS

<b>Purpose</b>	Provides contributions to municipal corporations to assist in the operation of a public pool or waterfront program. This program supports the overall mandate of the Department.
<b>Eligibility</b>	Municipal corporations.
<b>Review</b>	<p>A working group reviews the applications or contacts communities for a list of participants, and makes recommendations to the Director of Sport and Recreation. The applicable grant and contribution administrative officer chairs the working group which is comprised of up to four additional members.</p> <p>The working group meets once per year to review applications. In cases where timelines require a proposed project to be assessed quickly, or the working group has already met, the Director of Sport and Recreation may approve or reject the application, subject to the evaluation criteria and available funding.</p>
<b>Supporting Data</b>	Supporting data shall include a community council motion confirming the intent to operate a pool or waterfront program, including the acceptance of associated responsibilities.
<b>Accountability</b>	<p>Recipients of a contribution that is \$50,000 or less are required to submit mid-year financial reports and a year-end un-audited schedule of revenues and expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year. Recipients are also required to submit an achievement report outlining the benefits achieved compared to expectations outlined in the application. The report shall be submitted within two months of the completion of the pool or waterfront operations for that fiscal year.</p> <p>Recipients must also acknowledge the financial support provided by the Department of Community and Government Services in any publication or media coverage arising from their project or activity.</p>
<b>Amount</b>	The maximum allowable contribution for the operation of a pool or waterfront program is \$10,000. The Government's liability is limited to the amount of funding authorized. As a result, the Government will not be responsible for any shortfalls or deficits.
<b>Payment</b>	Payments will be made in two installments, as outlined in the terms of the Conditional Contribution Agreement. Reimbursements may be made, however, they will be limited to eligible expenses incurred in the year for which funding is approved.
<b>Term</b>	Contributions are one-time only, with a reporting period from April 1 to March 31 of each fiscal year.

## **SCHEDULE B-3 CONTRIBUTIONS**

### **SPORT AND RECREATION FACILITY PROGRAMMING IMPROVEMENTS**

<b>Purpose</b>	Provides contributions to municipal corporations for the acquisition, construction and improvement of sport and recreational facilities that support enhanced sport and recreation programming. This program supports the overall mandate of the Department.
<b>Eligibility</b>	Municipal corporations.
<b>Review</b>	<p>A working group reviews the applications or contacts communities for a list of participants, and makes recommendations to the Director of Sport and Recreation. The applicable grant and contribution administrative officer chairs the working group which is comprised of up to four additional members.</p> <p>The working group meets once per year to review applications. In cases where timelines require a proposed project to be assessed quickly, or the working group has already met, the Director of Sport and Recreation may approve or reject the application, subject to the evaluation criteria and available funding.</p>
<b>Supporting Data</b>	A completed application is submitted to the Department.
<b>Accountability</b>	<p>Recipients of a contribution in excess of \$50,000 are required to submit mid-year financial reports and a year-end audited financial statement, which includes a schedule of revenues and expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year.</p> <p>Recipients of a contribution that is \$50,000 or less are required to submit mid-year financial reports and a year-end un-audited schedule of revenues and expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year. Recipients are also required to submit an achievement report outlining the benefits achieved compared to expectations outlined in the application.</p> <p>Recipients must also acknowledge the financial support provided by the Department of Community and Government Services in any publication or media coverage arising from their project or activity.</p>
<b>Amount</b>	Funding levels depend on the nature of the project and the amount of funding available from other sources; however the maximum contribution that can be awarded is \$200,000. The contribution to any one project cannot exceed 75% of the total project cost for non-tax based municipal corporations and 33% for tax-based municipal corporations. The Government's liability is limited to the amount of funding authorized. As a result, the Government will not be responsible for any shortfalls or deficits.

**Payment** Payment will be made in two installments, as outlined in the terms of the Conditional Contribution Agreement.

**Term** Contributions are one-time only, with a reporting period from April 1 to March 31 of each fiscal year.



## APPENDIX A

### ELIGIBILITY CRITERIA FOR NUNAVUT SPORT CLUBS

1. The organization's activity must meet Sport Canada's definition of Sport, as stated below:
  - 1.1 There must be competition.
  - 1.2 Practice and training are required.
  - 1.3 The dominant component must be physical and physical endurance of the entrant must be a factor in the outcome.
  - 1.4 A reasonable person must consider the activity to be a sport.
  - 1.5 The outcome must be dependent on physical exertion, direction and participation of the entrant whether or not a machine or animal is used.
2. A Nunavut Sport Club must not represent activities or interests already represented by an existing Territorial Sport Organization.
3. The Nunavut Sport Clubs must be in good standing with the Nunavut Societies Registrar.
4. The Nunavut Sport Clubs must demonstrate in its Game Plan that they are proactive in developing and certifying coaches and officials.
5. The membership must be sufficient to maintain intra-club competition.
6. Each Nunavut Sport Clubs must offer opportunities for participation and leadership in its designated activity or activities.
7. Nunavut Sport Clubs must be volunteer driven.
8. Nunavut Sport Clubs must demonstrate a relationship with their National Sport Organization, where applicable.
9. For continued eligibility, Nunavut Sport Clubs must provide a report accounting for Sport and Recreation Financial Assistance on a yearly basis. Sport and Recreation may request additional information pertaining to this report from time to time.
10. Nunavut Sport Clubs that fail to maintain eligibility must submit with their funding application, a letter of explanation, outlining their plan to regain eligibility. Funding approval may be granted if the explanation and plan are acceptable to Sport and Recreation. Proof of re-established eligibility must be provided by June 30 of the new fiscal year and is required before any funding for the new fiscal year may be issued. Continued ineligibility may result in Sport and Recreation withdrawing the organization's Nunavut Sport Club status.

## **APPENDIX B**

### **ELIGIBILITY CRITERIA FOR TERRITORIAL SPORT AND RECREATION**

#### **ORGANIZATIONS**

1. To be eligible for funding the Territorial Sport Organization's activity must meet Sport Canada's definition of Sport, as stated below:
  - 1.1 There must be competition.
  - 1.2 Practice and training are required.
  - 1.3 The dominant component must be physical and physical endurance of the entrant must be a factor in the outcome.
  - 1.4 A reasonable person must consider the activity to be a sport.
  - 1.5 The outcome must be dependent on physical exertion, direction and participation of the entrant whether or not a machine or animal is used.
2. The Territorial Sport Organizations must be in Good Standing with the Nunavut Societies Registrar.
3. The Territorial Sport Organizations must demonstrate in its annual grant application that they are proactive in developing and certifying coaches and officials.
4. The Territorial Sport Organizations must have a minimum of fifty (50) members or three (3) member clubs and have representation in a minimum of two regions or prove through written documentation that the Territorial Sport Organization is promoting and developing their sport and organization territorially.
5. Each Territorial Sport Organizations must offer opportunities for participation and leadership in its designated activity or activities.
6. Territorial Sport Organizations must be volunteer driven.
7. For continued eligibility, Territorial Sport Organizations must also provide a report of accounting for Sport and Recreation Financial Assistance on a yearly basis and such additional information as may be reasonably requested from time to time by Sport and Recreation.
8. Territorial Sport Organizations that fail to maintain eligibility must submit with their funding application, a letter of explanation, outlining their plan to regain eligibility. Funding approval may be granted if the explanation and plan are acceptable to Sport and Recreation. Proof of re-established eligibility must be provided. Continued ineligibility may result in Sport and Recreation withdrawing the organization's Territorial Sport Organization status.

## **APPENDIX C**

### **ELIGIBILITY CRITERIA FOR RECREATION ORGANIZATIONS**

1. The Recreation Organization must be in good standing with the Nunavut Societies Registrar.
2. Each Recreation Organization must offer opportunities for participation and leadership in its activities.
3. Sport and Recreation may request information pertaining to the operations of the organization from time to time.
4. Recreation Organizations that fail to maintain eligibility must submit with their funding application a letter of explanation, outlining their plan to regain eligibility. Funding approval may be granted if the explanation and plan are acceptable to Sport and Recreation.