Every Kid Can Play – Grant Program
Information/Planning Session

Provincial Scope & Community-Level Non-Profit Organizations

Tuesday, June 25, 2024
4:00 pm to 5:00 pm

Alberta

Land Acknowledgement

Agenda

1. Objectives
2. Grant Guidelines
3. Grant Application
4. Online Application Portal
5. Questions

OBJECTIVES

Every Kid Can Play Grant

- Grant Background
  - Two grant programs are available:
    - Provincial Scope organizations
    - Community-Level non-profit organizations
  - Funding is available for non-profit organizations to reduce costs associated with the delivery, expansion, or enhancement of existing sport and recreation community-level programs.

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Provincial Scope

- Funding
  - Grant amounts of up to **$100,000/year - $200,000 over two years.**
  - Project/programs may span more than **one year** but must be completed within **24 months** after receiving funding.

Every Kid Can Play PS Guidelines (albertasport.ca)

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- Grant
  - **Community-Level**
  - Funding
    - Grant amounts of up to **$25,000** for one year.
    - Project/programs must be completed within 12 months after receiving funding.

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GRANT GUIDELINES

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- **Eligible Organizations**
  - WHO
    - A registered organization that is currently in good standing under one of the following Acts;
      - Provincial Legislation (Alberta)
      - Federal Legislation
    - *Community-Level Non-Profit Organizations must provide confirmation of membership or affiliation from their Provincial-Scope Organization.*

- **Ineligible Organizations**
  - Organizations not registered under one of the eligible Acts

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- **Eligible Expenses**
  - Costs for program administrators, leaders, instructors, coaches and officials;
  - Training needs of staff and volunteers to increase program delivery capacity;
  - Facility rental costs for non-owned or leased venues and equipment costs;
  - Participant apparel (uniforms, jerseys, warm-ups, etc.) Costs must not exceed 15% of the overall budget;
  - Program promotion costs (printing, brochures, posters and local community advertising excluding all media advertising and website development. Costs must not exceed 5% of the overall budget;
  - If the application is successful expenses incurred after July 31, 2024, may be eligible.

- **Ineligible Expenses**
  - Ongoing operational and existing staffing costs (no prorated staff costs);
  - Volunteer expenses (e.g. honorariums, gifts, food and liquor);
  - Bank/financing related charges;
  - Moving expenses, administrative costs and fees (e.g. legal fees, accounting/bookkeeping fees)

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- **Eligible Programs/Projects**
  - Enhancing or expanding ***existing*** sport and active recreational programming for children and youth.

- **Ineligible Programs/Projects**
  - Any project that is deemed not to meet the Purpose of this grant program;
  - The development or launching of a **new** project or program;
  - Projects related to facility upgrades, renovations, or construction;

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GRANT APPLICATION

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Application Elements

1. Alignment with the Purpose
   - The Every Kid Can Play (EKCP) Program is designed to address affordability and accessibility challenges to sport, physical activity, and recreation (SPAR) programs for Alberta kids and their families.
2. Provide safe and welcoming SPAR programming
3. Expanding or enhancing existing community-level programming

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Application Components

- **Organization's Background and Capacity**
  - The applicant provides experience delivering safe and welcoming sport, physical activity and recreation programming.
- **Program/Project Description**
  - The proposal clearly outlines the purpose of the program / project and outcomes related to increasing affordability and accessibility for Alberta kids and their families when it comes to SPAR programs.
- **Program/Project Impact**
  - The proposal clearly identifies how funds will be utilized to increase the affordability and accessibility associated with the delivery, expansion or enhancement of existing programs.
- **Budget**
  - The total funding request is appropriate to support the proposed program / project and demonstrates value for money.

ONLINE APPLICATION PORTAL

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How to Apply

- Chrome browser needs to be used.
- Applications must be fully completed; include all required and supporting documents.
- You are encouraged to keep a complete copy of your application and all other documentation.
- Organizations may be contacted if further information or clarification is required.
- Projects that have been started and are declined cannot be resubmitted for funding.

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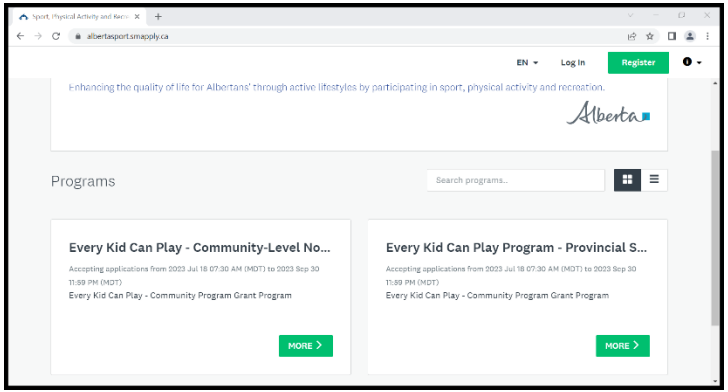
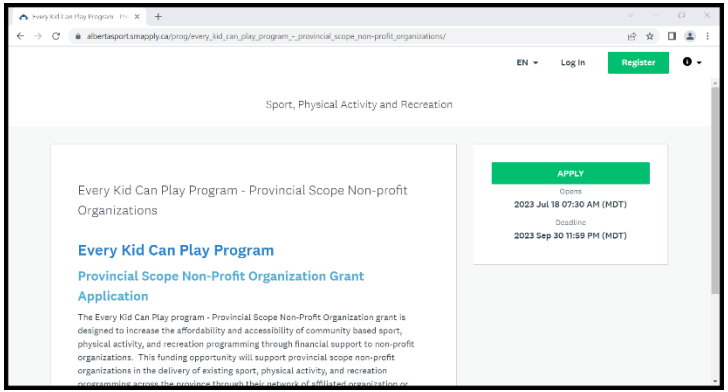
- **How to Apply**
- The application link is www.albertasport.smapply.ca.





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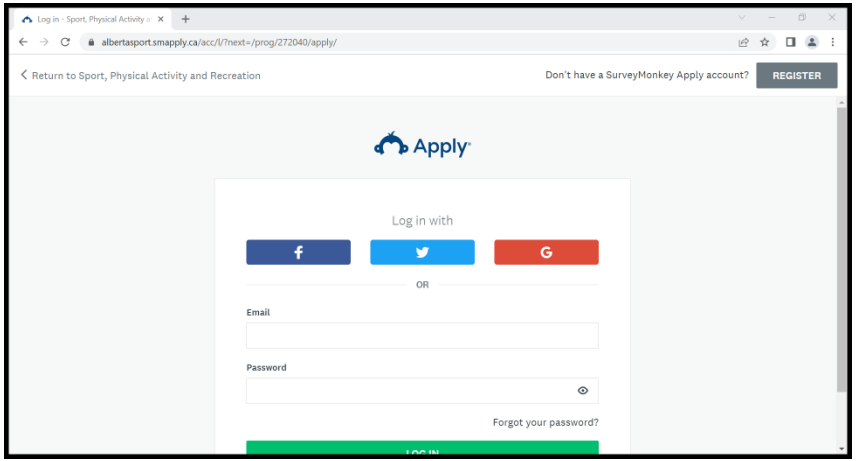

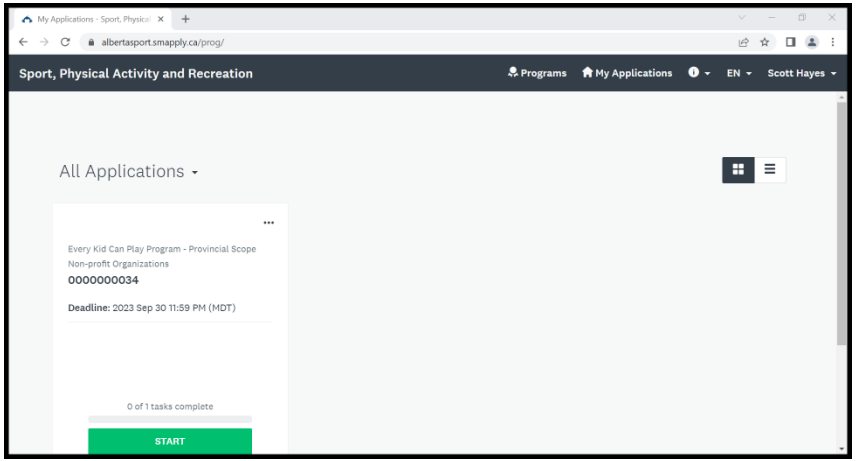

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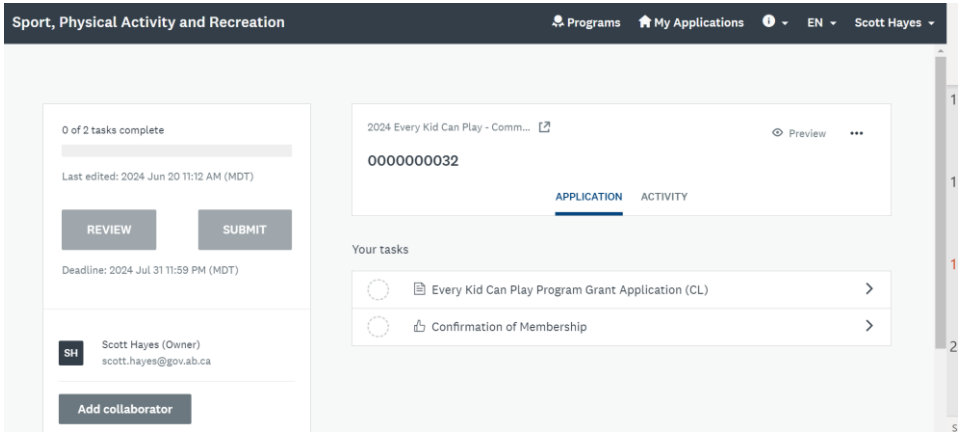

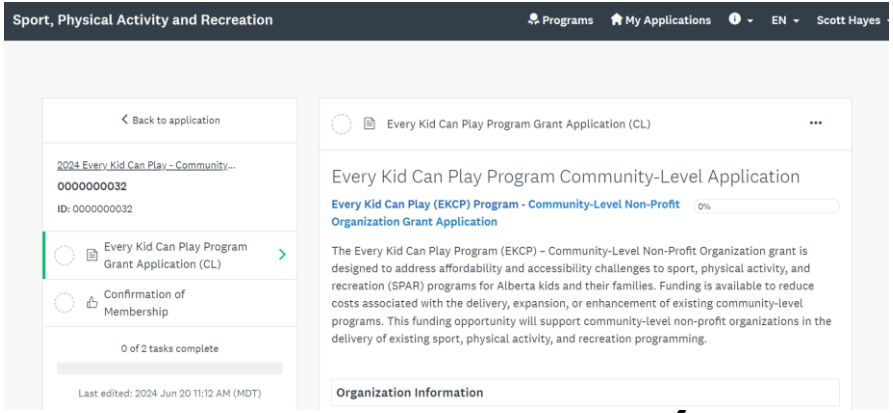

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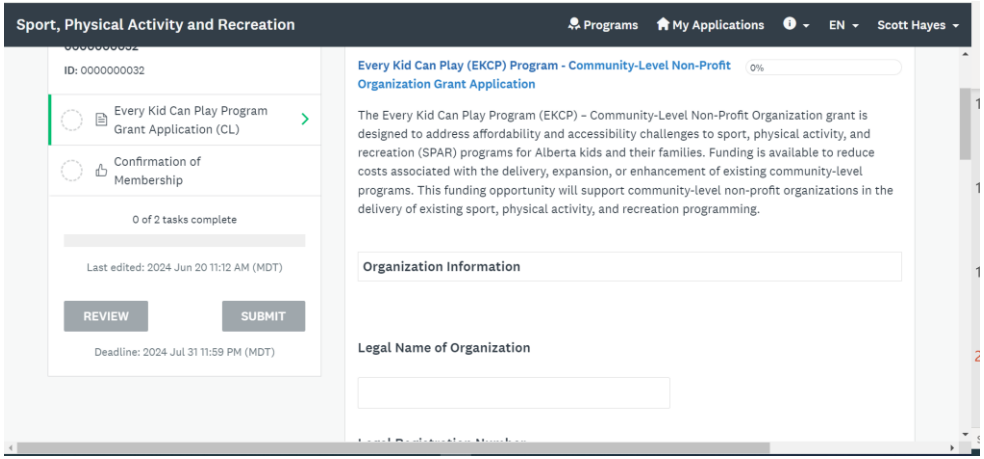
Application Components

- Applicant / Organization Information
- Grant Amount Request
- Type of Program / Project



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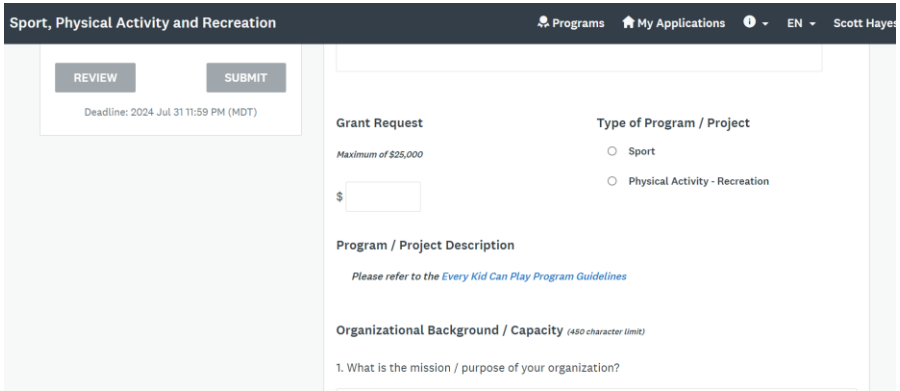
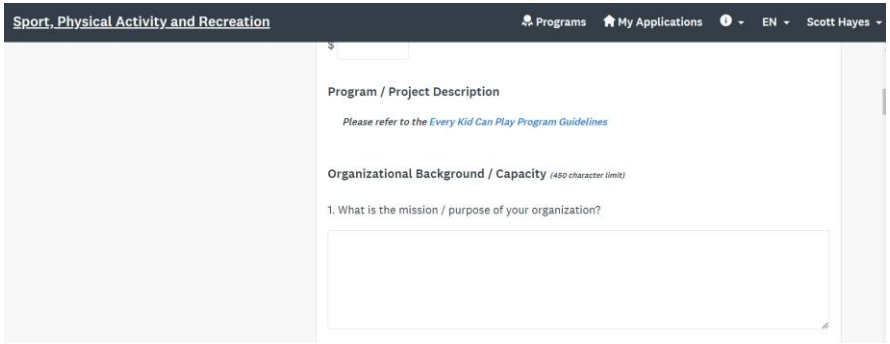
Application Components

- Grant Amount Request
- Type of Program / Project
  – sport or recreation





- Program / Project Description
- Organizational Background / Capacity

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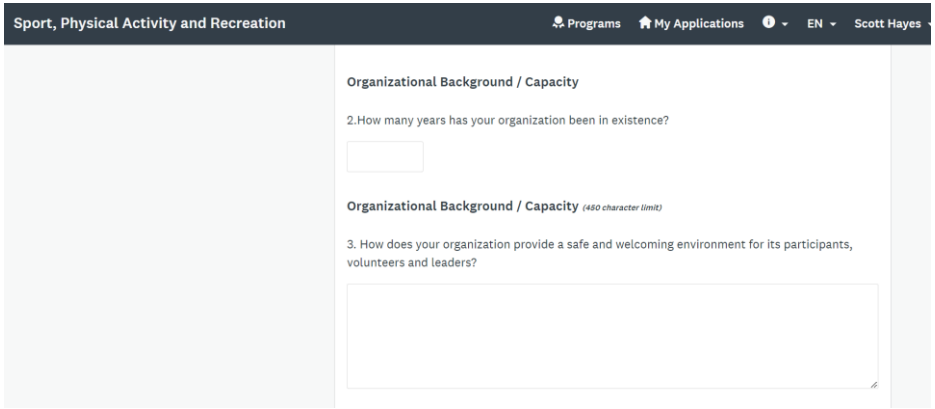
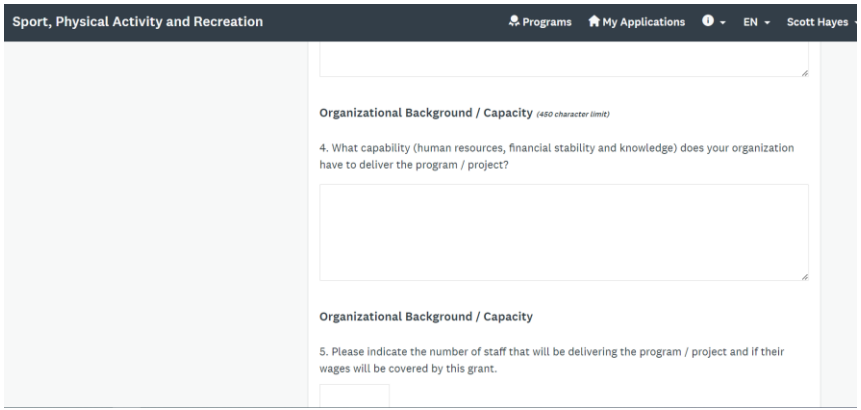
Application Components

- Number of years in existence
- Safe and Welcoming Environment





- HR, financial stability and knowledge
- Number of staff involved

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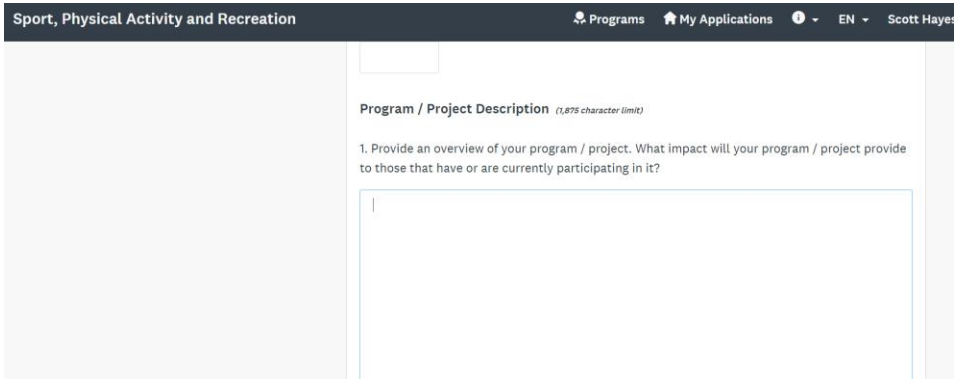
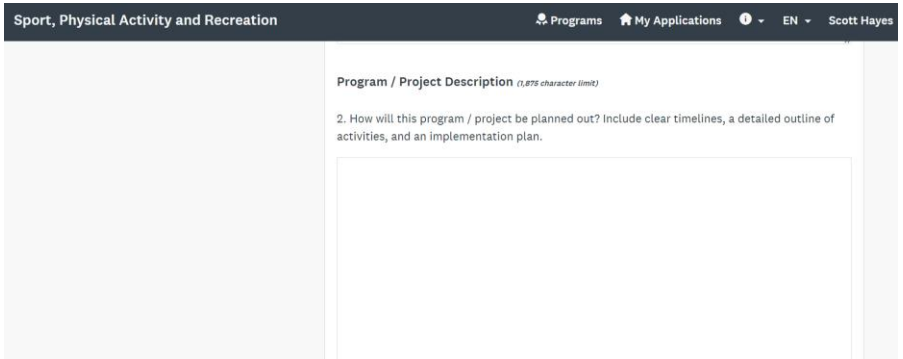
Application Components

- Program / Project Description
  - What will be in the impact?





- Planning of the program / project
  - Include clear timelines, a detailed outline of activities, and an implementation plan

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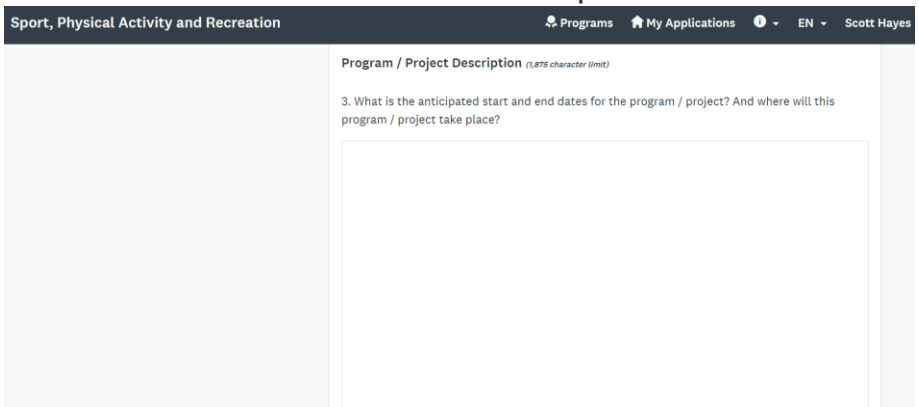
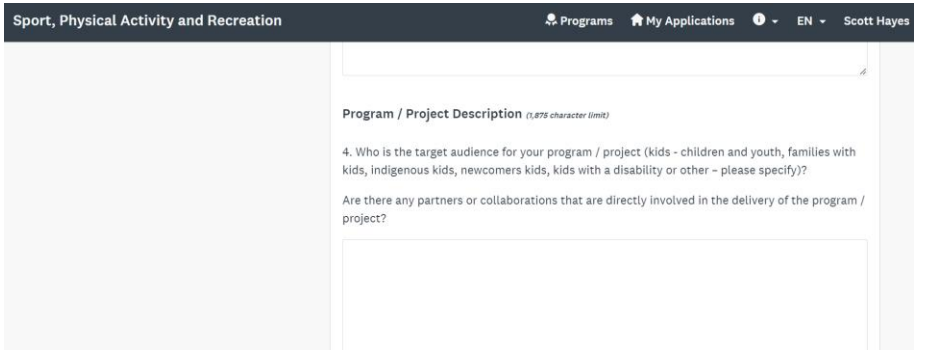
Application Components

- Program / Project Description
  - Start & End Dates
  - Where will it take place?





- Who is the target Audience?
- Are there any partners or collaborations?

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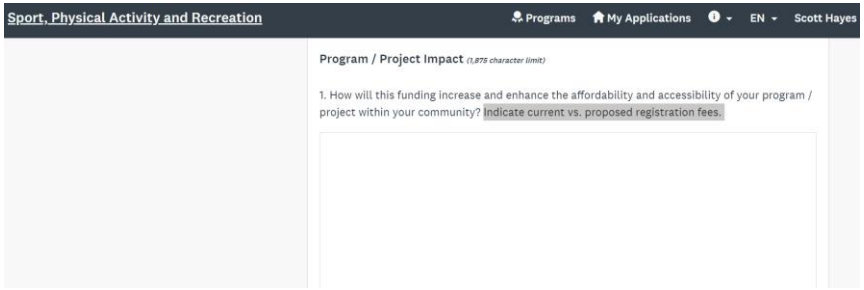
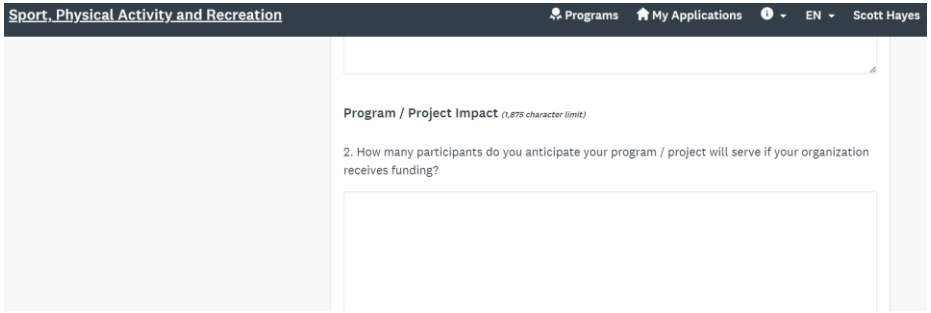
Application Components

- Program / Project Impact
  - How will this funding increase and enhance the affordability and accessibility within your community?
  - Indicate current vs. proposed registration fees





- Number of participants served

- How will children, youth and their families benefit?
- How will your organization sustain following the end?

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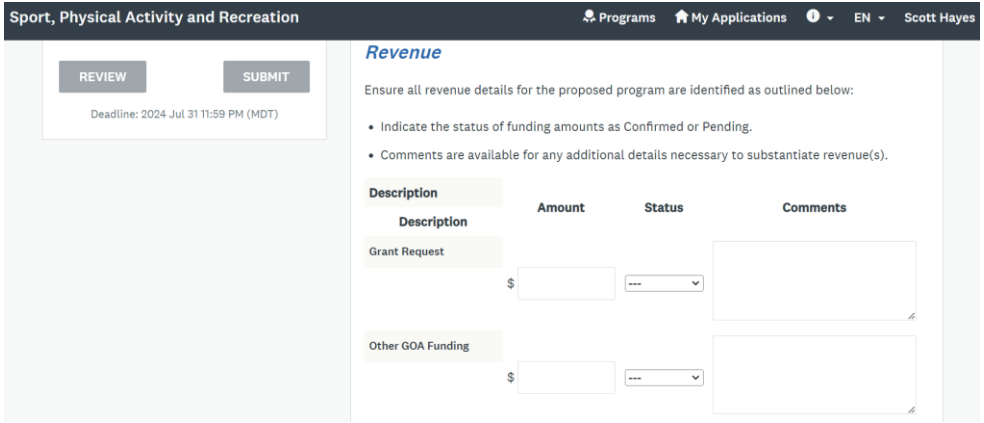
Application Components

- Program Budget/Revenue
  - Note Status
  - Comments
  - Variety of options



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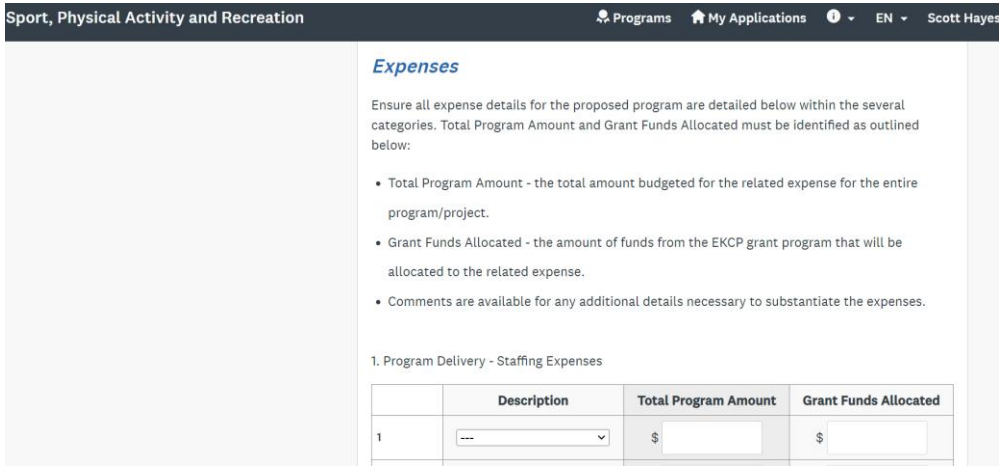
Application Components

- Program Budget/Expenses
  - Multiple Sections
  - Drop Down Menus
  - Variety of options
  - Total Program Amount
  - Grant Funds

Upload your Organization's latest financial statements



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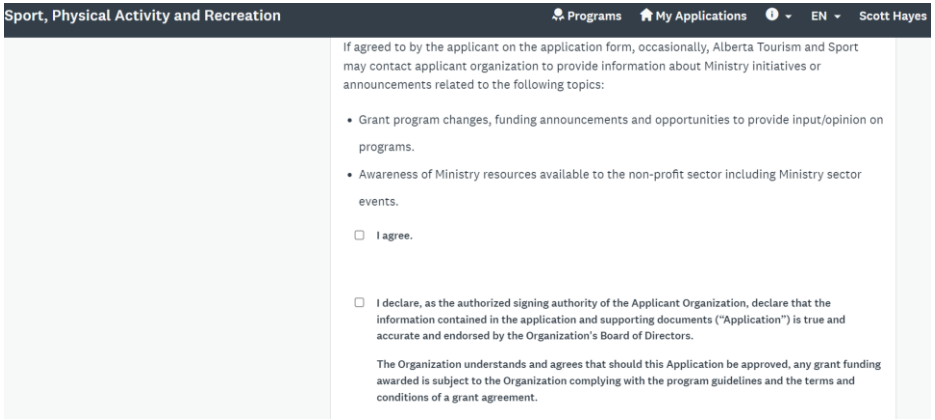
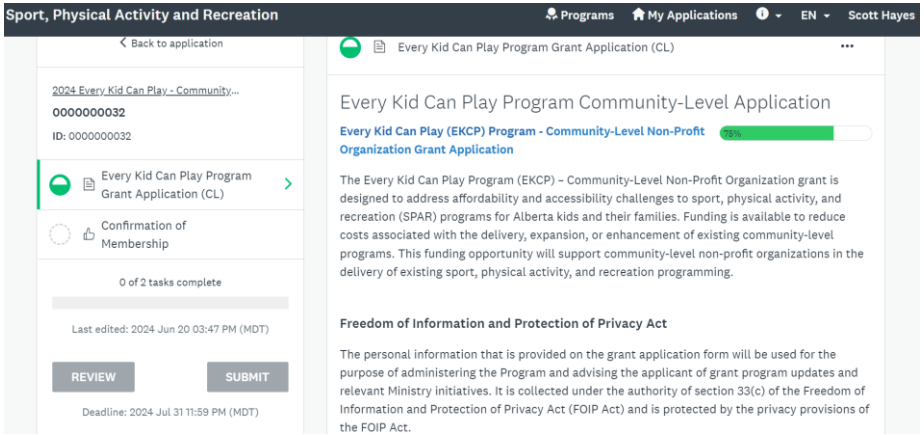
Application Components

- FOIP Act
- Declaration
- Signature





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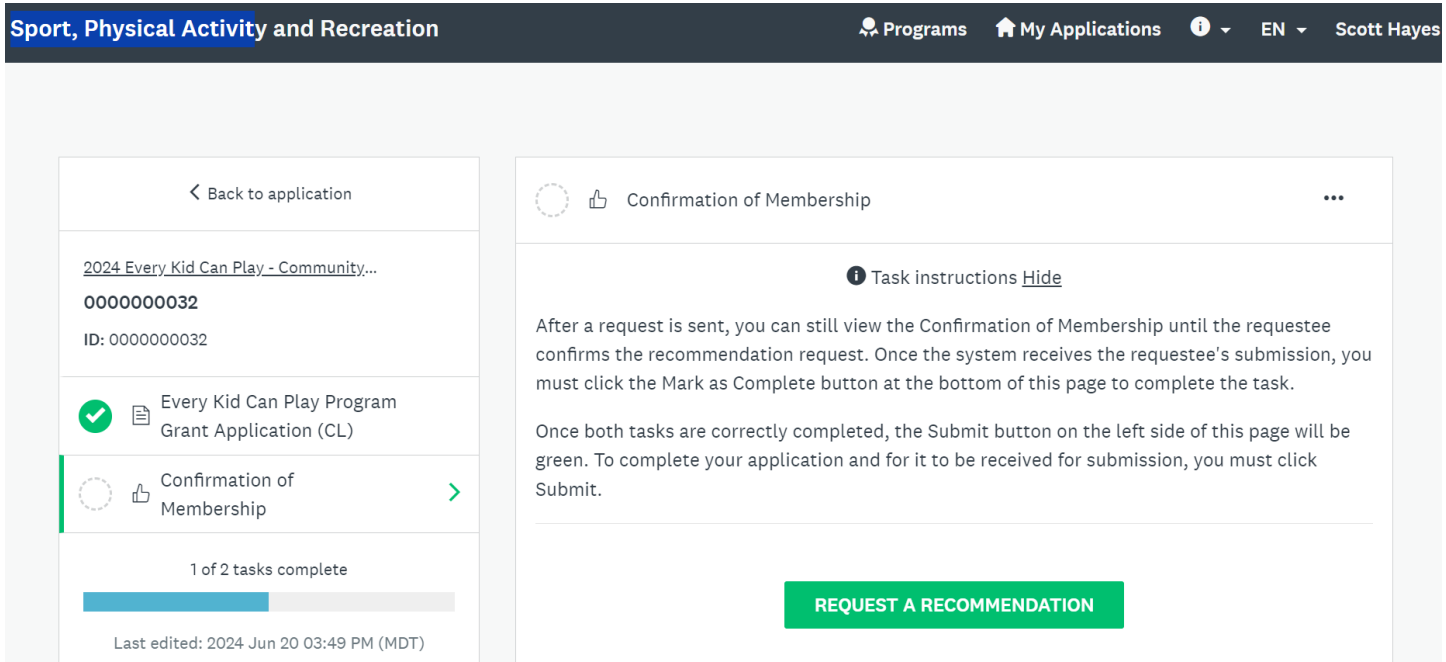
Application Components

- Confirmation of Membership



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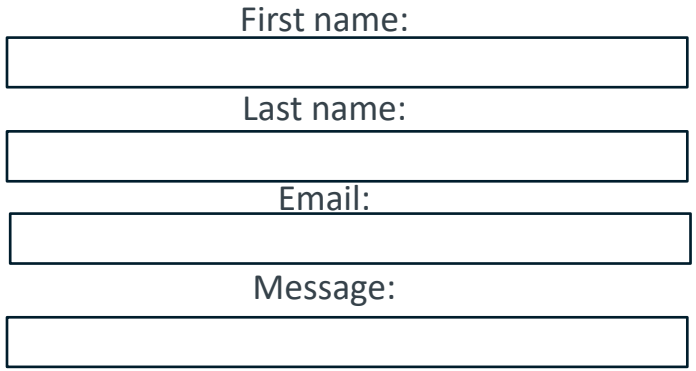
Application Components

- Confirmation of Membership

After a request is sent, you can still view the Confirmation of Membership until the requestee confirms the recommendation request. Once the system receives the requestee's submission, you must click the Mark as Complete button at the bottom of this page to complete the task.
Once both tasks are correctly completed, the Submit button on the left side of this page will be green. To complete your application and for it to be received for submission, you must click Submit.



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- **Notifications:**
  - Applicants will receive written notification of the decision regarding their application.
  - All decisions on grant applications are final, and no appeals will be considered.
  - The review and decision-making process may take up to **six months following the grant application deadline for submission.**

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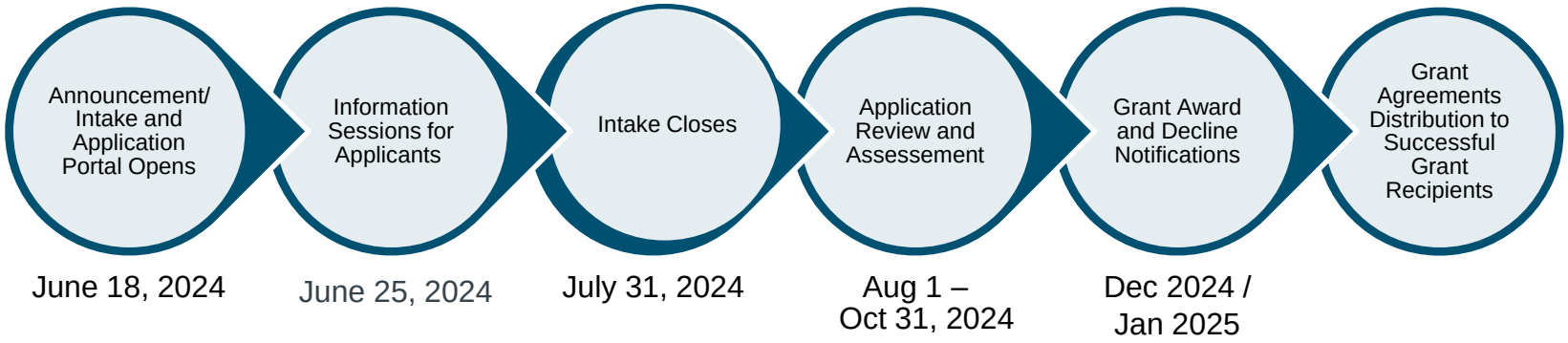
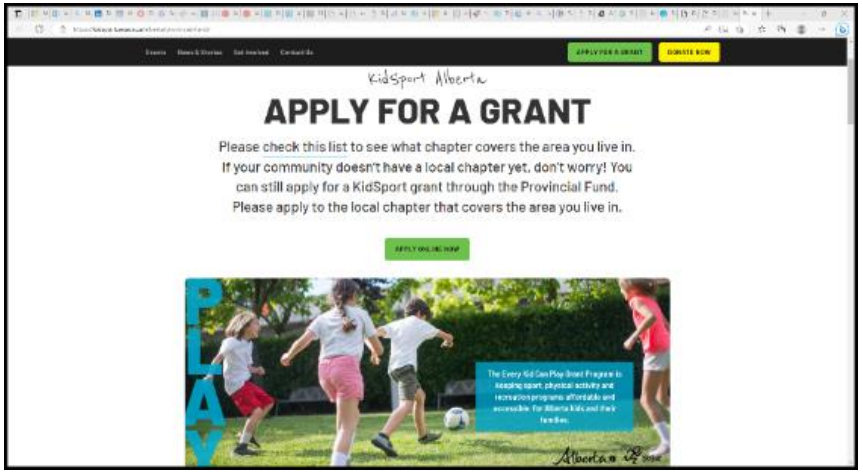


Additional Components

KidSport

- Funding to Support Children and Youth;
- Alberta families can apply for up to $350 per child to offset registration fees, through funds directed to KidSport Alberta.



Questions?

Applicants are encouraged to contact the SPAR@gov.ab.ca for assistance if they are having difficulty completing the application.

Question and Answer Document