

## ***Policy 202***

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**Subject:** Provincial Recreation and Multi-Sport Organizations Eligibility Criteria – Funding Model II  
**Effective:** April 1, 2004  
**Revisions:** October 1, 2018

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### **1.0 Purpose**

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- 1.1 The Sport and Recreation Branch supports not-for-profit provincial organizations that assist it in the attainment of its goals.
  - 1.2 This policy addresses the need to ensure that public funding is only provided to provincial organizations that are strongly based, properly administered, dedicated to improvement and responsive to membership needs.
  - 1.3 Sport and Recreation Branch support may be available in the form of funding, programs and/or consulting services. The level of support provided will be dependent upon the competition for available resources and a provincial organization's contribution towards Branch goals.
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### **2.0 Application**

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- 2.1 This policy relates to all recreation and sport organizations with a province wide mandate.
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### **3.0 Definitions**

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- 3.1 *Eligible Sport Organizations are those whose activity involves large muscle groups, requires mental preparation and strategic methods and whose outcome is determined by skill, not chance. It occurs in an amateur, organized, structured and competitive environment in which a winner is declared. Its primary activity involves interaction of the participant and the environment (air, water, ground, floor or apparatus). Therefore, competitions in which the performance of motorized vehicles determine the outcome, are ineligible.*
  - 3.2 *Sport:* is a particular form of recreation requiring a combination of physical, technical, tactical and mental skills. Persons of all ages, stages and skill levels are welcomed to participate and are inspired to improve
  - 3.3 *Recreation:* is the experience that results from freely chosen participation in physical, social, intellectual, creative and spiritual pursuits that enhance individual and community wellbeing.
  - 3.4 *Physical Activity:* is all leisure and non-leisure body movement produced by the skeletal muscles and resulting in an increase in energy expenditure.
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#### **4.0 Legal Authority**

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##### *4.1 The Youth Assistance Act*

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#### **5.0 Goals / Principles**

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5.1 The Sport and Recreation Branch wishes to maintain an open policy with respect to identifying and supporting new provincial organizations. The Branch will consider support for provincial recreation and multisport organizations that can support the attainment of Branch goals in a cost effective manner with appropriate levels of accountability.

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#### **6.0 Requirements / Standards**

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##### **6.1 Not-for-Profit**

- a) Be registered as a not-for-profit organization under the New Brunswick or Federal Companies Act, or constituted as a not-for-profit organization.

##### **6.2 Provincial Leader**

- a) Be the provincial leader in its business. The Sport and Recreation Branch supports the concept of a single umbrella organization that provides services province wide.
- b) Be a member of its national association where one exists.
- c) Have a constitution/by-laws that has been approved by the general membership and on file with the Branch.

##### **6.3 Accountability**

- a) Have held an annual general meeting within the past 12 months and produced appropriate minutes and reports for its membership. Copies of the minutes on file with the Branch.
- b) Have had an appropriate financial statement formerly approved by the membership within the past twelve months. Copies of such on file with the Branch.
- c) Have an executive/board which, through its constitution/by-laws, supports the appropriate representation of all members.
- d) A list of board members with contact information on file with the Branch.
- e) Have held a minimum of two executive/board meetings during the past 12 months and produced appropriate minutes from these meetings. Copies of the minutes on file with the Branch.
- f) Have membership from a minimum of three (3) of the Department's established eight (8) regions of the province.\*

- g) \*Provincial organizations that do not meet the criteria due to a lack of facilities, man-made or natural, may be deemed eligible for support.

#### **6.4 Language**

- a) Adopt the statement “ ‘Provincial Organization’ will strive to provide equitable services to members in their official language of choice.”
- b) Identify a bilingual contact person to answer enquiries, provide information and basic services in either official language.
- c) Publish basic contact information in both official languages.
- d) Provincial Organizations that have the approval of the Sport and Recreation Branch to operate as a unilingual association (Communautés et loisir du Nouveau Brunswick, Recreation New Brunswick and Les Jeux de L’Acadie) are exempt from Language policy (6.41 to 6.4.3 inclusive)

#### **6.5 Financial Policies**

- a) The Sport and Recreation Branch encourages provincial organizations to strive towards a position of financial strength through prudent financial management and establishing sources of non-government funding. The Branch encourages Provincial Organizations to build up a surplus in its general account equal to 3-6 months of its operating budget. However,
- any organization that accumulates a surplus in excess of 50% of its average expenditures (calculated over the previous 4 year period) must designate the excess funding towards a particular special project, special program or special fund (Capital or Legacy Fund).
  - any organization who’s expenditures in a given fiscal year do not exceed the funding provided through funding model phase II, will be subject to a reduction in funding in the subsequent year that is equal to at least the unspent portion of the grant provided.
- b) The organization must be financially responsible and have its annual financial statement reviewed by a qualified independent source. See Policy 250.

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**7.0 Guidelines / Recommendations**

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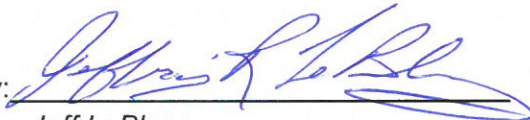
- 7.1 A provincial organization's eligibility for services and support will be based on its strategic investments that build and sustain the recreation and sport delivery system. Provincial organizations will be advised of their standing. Eligible provincial organizations will be informed of the services and support available and invited to make application.
- 7.2 The Sport and Recreation Branch will determine the degree to which each individual provincial organization (ineligible and eligible) will receive consulting services.

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**8.0 Contact for more information (506)453-2928 or [SR/SL@gnb.ca](mailto:SR/SL@gnb.ca)**

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Approved by:



Jeff LeBlanc  
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