

## **APPLICATION: Community Sport / Recreation Organizations Tobacco-Free Sport and Recreation Working Group**

A one-time fund for non-profit, youth - focused organizations wishing to develop and implement Tobacco-Free Sport and Recreation policy within their organization has been created for 2006-07. This fund is managed by Action in your Community against Tobacco (ACT). The **Tobacco - Free Youth Sport and Recreation: How to Get There Guide** explains why, and how to develop, promote and reinforce Tobacco-Free policies for use within any youth sport and recreation opportunities. The *Guide* is available at: [www.hpclearinghouse.ca/act](http://www.hpclearinghouse.ca/act)

### **Funding is provided for:**

- Production of promotional material (i.e. tobacco-free signage, banners, promotional t-shirts)

### **Funding is not provided for:**

- Direct provision of sport or recreation services
- Duplication of an existing community service or program
- Government departments or agencies
- For-profit organizations
- Requests for acquisition of materials or capital goods (i.e. furniture, computers)

### **Projects supported by the Tobacco-Free Sport and Recreation Fund must meet all of the following criteria:**

1. Be submitted by non-profit, non-government, youth-focused organizations.
2. Projects located within Nova Scotia.
3. Be submitted by organizations that have established a **written Tobacco-Free Policy**. Must include clearly stated timeframes for implementation, promotion and reinforcement of the policy.
4. Clearly identify a contact person and corresponding contact information.
5. Successful applications will have 18 months from funding approval to implement their policy.
6. Requested funding must not exceed the stated budget (described on the application form under Budget).
7. Ensure the project is not currently receiving any funds or sponsorship provided by the tobacco industry (refer to Tobacco-Free Sport & Recreation Question and Answer handout).
8. Are open to a visit by a member of the Tobacco-Free Sport and Recreation working group.

### **Other Important Information:**

- Applicants must review *Tobacco-Free Sport & Recreation: How to Get There Guide* and use the resource to guide the project.
- Applications must be received by October 31, 2006.
- Youth engagement / involvement in your project is strongly encouraged.
- Contact Lara Sheehan, Project Consultant, at 423-6183 ext. 247 or 1-800-639-0222 **prior to submitting your application** for a brief discussion about the project is highly recommended.
- Funds are limited, therefore applications will be reviewed on a first come, first serve basis.
- Receipts and final written report must be submitted upon completion of the project (include visuals/photos where possible).
- Acknowledgment (verbal and written) of funds received to support your Tobacco-Free Sport & Recreation program would be appreciated.

**Tobacco - Free Sport & Recreation Project Fund**  
**Application Form: *Community Sport / Recreation Organizations***

**Project Name / Title:** \_\_\_\_\_

**Organization:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Postal Code:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**If approved, when will the project:**

**Start: Month/\_\_\_\_ Year/\_\_\_\_**      **End: Month/\_\_\_\_ Year/\_\_\_\_**

---

***On a separate piece of paper, please provide no more than one paragraph per question.***

1. Briefly describe the nature of your organization, including mission statement and members served, highlighting its focus on youth.
2. Describe your current Tobacco-Free policy (include a copy).
3. Describe whom your policy will reach. Please include:  
    # Members under 19yrs: \_\_\_\_                      # Coaches/ officials: \_\_\_\_  
    # Members over 19yrs: \_\_\_\_                      # Spectators/ volunteers: \_\_\_\_
4. Describe how you will promote the written Tobacco-Free policy and the Tobacco-Free message. (Please refer to page 7 of the *Guide*)
5. How will you reinforce your written Tobacco-Free policy? (Please refer to page 8 of the *Guide*)
6. What type of support, other than funding, (if any) do you need from the Tobacco-Free Sport and Recreation working group to enable your project to happen?
7. Will you partner with any community organizations and / or individuals? If so, how will they be involved?
8. Is your organization and / or this project affiliated with any funds or sponsorship provided by a tobacco company? Please see attached list. If you are unsure, please contact Lara Sheehan at 902-423-6183 ext. 247 or 1-800-639-0222 for clarification.

**YES** \_\_\_\_ **NO** \_\_\_\_ If yes, please comment on the nature of the affiliation and / or agreement.

**Budget: *Community Sport / Recreation Organizations***

A member is defined in this grant as being a leader, coach, official, youth participant; who is involved in the main activity of your organization. **A maximum cost of \$1.50 per member** may be provided to each local organization to offset the costs associated with production of items (e.g. badges, signage, banners, t-shirts) to promote and reinforce your Tobacco-Free Sport and Recreation policy.

**Total amount of funding requested:**

**Total number of members** \_\_\_\_ x \$1.50= \$ \_\_\_\_\_

The Tobacco-Free Sport and Recreation working group has established a relationship with a provincial printing company who can offer reduced rates for printing. Will you be taking advantage of provincial ordering and production through the ACT initiative? **YES** \_\_\_\_ **NO** \_\_\_\_

**Mail, e-mail, or fax your completed application to:**  
Lara Sheehan, Tobacco – Free Sport & Recreation Initiative  
5826 South Street, Halifax, NS B3H 1S6 **Fax:**(902)-429-6563  
**Email:** [act.administrator@ns.cancer.ca](mailto:act.administrator@ns.cancer.ca)