

# Recreational Activities Assistance Program

## for persons living with a disability 2007-2008



### Objectives

The objective of the Recreational Activities Assistance Program is to provide financial aid to Montreal-based organizations in support of **new and innovative projects**<sup>1</sup> that allow persons living with a disability to explore and develop new interests related to leisure activity.

The program is a **community development** strategy that seeks to facilitate interaction between persons with disabilities, the various recreational organizations and the public at large.

*(It is important to note that projects related to the **Companion Program for Leisure Activity** are not a part of this initiative. Those seeking admission to the companion program must apply through the channels instituted for that specific purpose.)*

### Eligible organizations

Non-profit organizations whose mission is to provide recreational and leisure services, are members of AlterGo<sup>2</sup>, and who are based on the Island of Montreal.

### Activity categories

The types of leisure activities that are eligible are:

- Social or cultural activities
- Scientific activities
- Physical / sports activities
- Outdoor activities
- Tourism activities

### Clientele

Persons with a motor, auditory, visual, intellectual or autistic disability, or persons living with mental health challenges, that would otherwise have little or no access to recreational services.

### Selection committee

A selection committee formed by representatives from: The Sport et Loisir de l'île de Montréal, various organizations that oversee recreational services for persons with disabilities, the various boroughs or cities (Culture, Sports, Recreation and Social Development), along with AlterGo, will evaluate all projects submitted for consideration.

### Criteria for allocation of funds

Following are the main criteria that will be considered by the selection committee:

- **Originality** of project
- **Collaboration or partnership** with other community organizations (community development)
- Priority accorded to **those who currently have the least access** to recreational services
- **Promotional activities** that support the project and its possible impact on the community (e.g. articles in publications, information targeting the public or other community organizations, etc.)
- **Feasibility of project** (realistic goals for submission)

<sup>1</sup> The same project can be subsidized for a second consecutive year at the discretion of the selection committee.

<sup>2</sup> Organizations that are not currently members of AlterGo can join in order to become eligible for the Recreational Activities Assistance Program.

**Final date to register: August 16, 2007**

(See over)

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## Requirements

- Organizations must complete the 2007-2008 Recreational Activities Assistance Program application form
- The recreational activities associated with this program must allow for **at least 25 hours of participation per participant**
- Projects must be scheduled to run between **October 1, 2007 and September 30, 2008**
- Organizations that received financial assistance through the program in 2006-2007 must provide the designated **evaluation report** no later than the date of their application for 2007-2008
- Along with their application form, organizations must supply an information brochure describing their sphere of activity, as well as a photocopy of their **registration certificate** as issued by Quebec's Inspector-General's Office for financial institutions
- Organizations agree to institute projects as specified in their application and to **make no major changes** without the prior authorization from AlterGo
- **Only one project** per organization may be subsidized

## Budget

For the greater Montreal area, the Recreational Activities Assistance Program falls under the jurisdiction of the Sport et Loisir de l'île de Montréal, and is co-ordinated by AlterGo. The total budget available for the program is **\$17,000** for 2007-2008. The amount of financial assistance requested cannot exceed **\$3000**, and must be equal to or less than **75% of the total cost** of any proposed project.

## Allowable expenses

Financial assistance for projects applies to:

- Purchase of materials and equipment
- Rental fees for materials, equipment, location, sites, etc.
- Wages for human resources, as well as their transportation costs and meal expenses
- General transportation costs, etc.

## Final date to register

Completed application forms, along with all accompanying documentation, must be sent by mail no later than **August 16, 2007**. (The postmark will determine the exact date sent.) The forms and documentation must be sent to the following address:

**AlterGo**  
Att: Guy Lemieux  
525 Dominion street, suite 340  
Montreal (Quebec) H3J 2B4

Applications received in person at the offices of AlterGo will be accepted if received by the due date mentioned above. Applications sent by fax or e-mail will not be accepted.

## Additional information

For further information on the program, please contact Guy Lemieux of AlterGo at: 514 933-2739, ext. 223, or by e-mail: [guy@altergo.net](mailto:guy@altergo.net)

This Program is financed by the ministère de l'Éducation, du Loisir et du Sport.



Sport et Loisir de l'île de Montréal

Éducation,  
Loisir et Sport

Québec

# Recreational Activities Assistance Program for persons living with a disability



## Financial Assistance Application Form 2007-2008

For AlterGo's use only

Please use a word-processing program or write clearly.

A Microsoft Word version is available in French or English on our Website: [www.altergo.net](http://www.altergo.net)

Project

Year

Name of organization

### I. Name and address of organization (official name according to registration certificate), along with name of president

Organization \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Postal code \_\_\_\_\_

Telephone ( ) \_\_\_\_\_

Fax \_\_\_\_\_ e-mail \_\_\_\_\_

Name of president \_\_\_\_\_

### II. Name and address of person in charge of project (contact person)

Person in charge of project \_\_\_\_\_

Address \_\_\_\_\_

Telephone (work) \_\_\_\_\_ Telephone (home) \_\_\_\_\_

### III. Accompanying documentation (mandatory)

- Photocopy of registration certificate  yes  no
- Evaluation report  yes  no  previously submitted  
(only for organizations that received financial assistance through the program in 2006-2007)
- Information brochure  yes  no

**Final date to register: August 16, 2007**

**IV. Project Information**

Name of project \_\_\_\_\_

Description \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Type of disability (indicate the number of participants for each disability group)

Motor       Auditory       Autistic       Intellectual       Visual

Mental illness       Multiple disabilities (please specify) \_\_\_\_\_

Age group of participants (indicate the number of participants for each age group)

0-6 years       7-12 years       13-17 years

18-35 years       36-54 years       55 years and older

Total number of participants \_\_\_\_\_      Main activity site \_\_\_\_\_

Activity schedule \_\_\_\_\_

Total hours designated for activity (combined) \_\_\_\_\_

Number of hours per week \_\_\_\_\_      Total hours for activity (per participant) \_\_\_\_\_

Number of staff overseeing activity \_\_\_\_\_

**V. Budget**

**Summary of budget estimates\*  
 only for the project**

Estimated revenues		Estimated expenses	
- Recreational Activities Assistance Program	_____ \$	- Human resources wages	_____ \$
- Participant registration	_____ \$	- Rental fees	_____ \$
- Organizational funds	_____ \$	- Transportation	_____ \$
- Partner organizations (please specify)	_____ \$	- Miscellaneous (please specify)	_____ \$
_____		_____	
- Other (please specify)	_____ \$	_____	_____ \$
_____			
<b>Total</b>	_____ \$	<b>Total</b>	_____ \$

\*The submitted budget must be balanced. The financial assistance requested must not exceed 75% of the total cost of the project.

**VI. Additional information (use another sheet if necessary)**

1. Is it a new activity?      yes       no       If not, details:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. How will this new project allow persons living with a disability to explore and develop new interests related to leisure activity?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. How did you identify this new need? (How does this project differ from your current activities?)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. How does this project encourage partnership and collaboration with other community organizations, such as recreational organizations, the boroughs, businesses, CLSC's, schools, etc.? (please specify names of partner organizations)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. How do you intend to promote this project? (articles in publications, information campaign targeting the public at large and/or specific organizations, etc.)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Are the types of activities proposed in your project offered by other organizations in Montreal? If so, how do your activities differ from these, or how do they complement them?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Briefly explain why you feel the amount of financial assistance you are applying for is necessary (re: allocation of funds).

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8. Additional information (if applicable).

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We hereby attest that the information provided above is correct. In the event that we receive financial assistance through this program, we commit to using the funds as specified in this agreement and to respect the program requirements as specified by AlterGo.

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Position of authorized person

\_\_\_\_\_  
Signature of authorized person

\_\_\_\_\_  
Date

**IMPORTANT**

It is highly recommended that all information pertaining to the Recreational Activities Assistance Program be read carefully prior to filling out the application form.

All correspondence should be addressed to:  
AlterGo  
Att: Guy Lemieux  
525 Dominion street, suite 340  
Montreal (Quebec) H3J 2B4

Information:  
Guy Lemieux: 514 933-2739, ext. 223  
guy@altergo.net

This document is available on AlterGo's  
Website: [www.altergo.net](http://www.altergo.net)

Thank you to our partners:



Sport et Loisir de l'île de Montréal

**Éducation,  
Loisir et Sport**

**Québec** 