



Rivers West District

Facility Operator Support Program

Application & Follow-up Report



Facility Operator Support Program

Purpose:

The purpose of the Rivers West District for Sport, Culture & Recreation Inc. *Facility Operator Support Program* is to provide financial assistance and support to organizations, communities and individuals to attend training and educational opportunities specific to the operation and management of recreational facilities within the boundaries of Rivers West District.

Rivers West District acknowledges that recreation facilities are crucial to the development and provision of sport, culture and recreation programs and services. In order to operate these facilities in the most effective and efficient manner possible, facility staff must be kept current on all aspects of facility maintenance and operations. Through the *Facility Operator Support Program* Rivers West District is able to provide some funding support to meet this goal.

Eligibility:

All applicants and participants must reside within the boundaries of Rivers West District. In order to be eligible to apply for funding assistance through the Rivers West District *Facility Operator Support Program*, the application must be completed and submitted and signed by one of the following:

- ✦ A municipal recreation authority – Recreation Board representative and/or Municipal Council representative.
- ✦ A recreation facility operating and/or advisory board/committee.

For the purpose of this program, a recreational facility shall include, but not be limited to, ice arenas, aquatic centres, curling rinks, ball diamonds, soccer pitches, and golf courses.

Applications must be submitted prior to the date of the course or training opportunity. No retroactive funding. Applications will be funded to a maximum of \$500 per participant. Each community will be funded to a maximum of \$1,000 per fiscal year (April 1 to March 31). Funding will only be forwarded after the follow-up form with copies of all related expenses has been submitted to Rivers West District, no later than 4 weeks after successful completion of the course/training opportunity. Failure to do so will jeopardize any future funding requests by your organization/community.

Eligible and Ineligible Expenses:

Eligible expenses for the Rivers West District *Facility Operator Support Program* are as follows:

- ✦ Registration fees – workshops, seminars, training courses
- ✦ Course materials
- ✦ Meals (maximum of \$40/day)
- ✦ Mileage (\$.50/km)
- ✦ Accommodation

Ineligible expenses:

- ✦ Alcoholic beverages
- ✦ Trophies/awards
- ✦ Capital projects including the renovation or construction of facilities
- ✦ Utility costs such as gas, power, etc.
- ✦ Salaries for existing employees, out of province travel
- ✦ Other expenses that Rivers West District deems inappropriate