



The goal of this slide deck is to give a high level overview of PSO projects and provide best practices for applying.

Outline

- PSO Projects: Who & Why
- Best Practices: Examples & Suggestions
- Recap Questions
- Sport Development Contacts

PSO Project Funding

Who is PSO Project funding for?

- * Available to active and associate **Provincial Sport Organizations** of Sport Nova Scotia

What is the Purpose of the funding?

- * To support organizational initiatives which increase participation and support coach and officials development.

Why do we offer this funding?

- * To create **more & better** quality sport programs in NS

*Please note that PSO Project are applied for and led by the Provincial Sport Organization and should have impact regionally or province wide. If the project you are considering applying for only impacts one club, you should connect with the Sport Projects Coordinator to see if the **Community Sport Organization** is eligible for Manulife Community Sport Grants &/or Support4Sport Canada Games Sport Equipment Fund.

Potential PSO Projects

Examples:

- Delivering LTAD aligned entry to sport programs
- Bringing in a Learning Facilitator (LF) from out of province to increase coach leadership capacity
- Creating or expanding programs into new or developing areas of the province (admin, equipment, travel, etc.)
- Quality Professional development opportunities for coaches and/or officials
- Administrative Technology (every 2 years)

Non-Exhaustive list, but they have in common:

- 1) Initiative fits in the first three stages of LTAD
- 2) Initiatives that support officials or coaches are **not** providing NCCP certification (Individual Coach Application and Individual Official Applications are designed to provide contributions to the individual pursuing NCCP levels beyond Competition Introduction or Old Level 2)
- 3) *Support4Sport* will help offset the expenses of bringing in an LF from out of the province to train coaches (types of expenses would include: travel, hotel, per diem)
 - If your PSO is at a stage to increase your MLF/LF capacity specifically, contact Mike Hudson, Sport Consultant with Nova Scotia Health & Wellness

Potential PSO Projects

What will not be funded:

- * High Performance Initiatives
- * NCCP Certification
- * Initiatives that have no other source of revenue (no PSO contribution, fundraising, etc.)*
- * Annual Operational Areas (ie. meetings or AGMS)
- * Programs that are not sustainable

*Initiatives may still be funded but not fully

Parameters on Potential PSO Projects

Parameters on Potential PSO Projects

- Technology (see notes 1a.)
- Equipment (see notes 1b.)
- Promotional materials (see notes 1c.)

1a. Support4Sport will fund **up to a maximum of \$2,000** for projects that involve **new** administrative technology. This includes undertakings such as:

- New website creation
- Necessary website upgrades
- Database purchase/implementation

The above examples are deemed eligible as they help capture existing membership information, improve communication channels and recruit new membership. The *Support4Sport* Committee will **not** approve requests for full or part time IT staff persons or to offset existing expenses.

All active and associate Provincial Sport Organization members are eligible for IT specific funding once every **two years**, until otherwise specified.

1b. Purchase of field of play equipment can be requested as part of a PSO Project. Factors that will be considered by the *Support4Sport* Committee are:

- Demonstration of impact on participation (what new or expanding program will this equipment support)
- All equipment to be owned by the PSO, access given to membership
- Link to participation, LTAD alignment
- Sustainability plan for future equipment needs (ie. rental/usage fee)

1c. Promotional materials can be funded up to a **maximum of \$1,000** and to be eligible must

- Not be a part of annual/operating expenses
- Link to participation, LTAD alignment
- Sustainability plan for future promotional material needs

Steps to creating a strong project

1) Have a clear vision and project plan

- Use clear and concise language
- Who? Where? When? Why? (& How) are explained
- Is your project linked to your participation development plan?
- Can answer the question: ... **“and then what?”**
 - i.e. what happens after your organization implements the initiative?

Other Tips:

- Within 2 minutes the *Support4Sport* Committee should have a clear understanding of what your project is, why you are pursuing it and how you are going to implement your initiative.
- The “and then what?” question gets at the longer term impact your proposed project will have. What is your follow up plan? How will it impact your programs and membership?
- You should be able to answer each question in the application in 1-2 paragraphs in most cases
- Limit sport specific terminology
- Quantify scope ie. how many members/participants/coaches is this initiative affecting

Steps to creating a strong project

2) A complete budget

- Multiple revenue sources (PSO, CSO, fundraising)
- Budget lines are clearly explained:
 - le. Equipment: \$3,000
 - Includes x pieces of equipment at x price (quote attached or explained in budget description)

In 2014-2015, 83 PSO Projects were funded

- Support4Sport contributed between \$200-\$10,500
- The average *Support4Sport* contribution was \$2,700
- Contributions from the PSOs ranged from \$300-\$15,000 (*Support4Sport* contributions were **proportional** to PSOs contributions).

Other Tips:

- Scope is important when factoring in funding requests, the applications that were approved for upwards of \$10,000 were often province-wide initiatives. If your organization does not have the capacity to complete a province-wide initiative within one year, consider piloting first in a region that has interest and available resources.
- The *Support4Sport* Committee will **not** fully fund a project that does not have any source of revenues

Steps to creating a strong project

3) Demonstrate sustainability

- It is clear how the project will continue without *Support4Sports* ongoing contribution. I.e:
 - Costs absorbed through registration fees
 - Created LF capacity within the province
 - Can demonstrate program interest
 - Developed partnerships

Other Tips:

- Your organization can demonstrate you have the interest of participants to run the program (ie. minimum participants to break-even)
- Partnerships could include: Other PSOs, CSOs, municipalities, Sport Development Coordinators, Recreation/Facility....

Steps to creating a strong project

4) Develop measurable outcomes

- You should know what outcome area(s) that you will report on before you begin your project. For example:
 - How many coaches you plan to train at x level
 - How many communities you will reach
 - Approximately how many participants your initiative will engage

Other Tips:

- Start with the end in sight. What does the outcome of your project look like in 1 year?
- Where possible, make your outcomes S.M.A.R.T.
 - Specific
 - Measurable
 - Achievable
 - Relevant
 - Time Bound

Recap Questions

1. Do you have a clear vision & project plan (slide 7)
2. Is your budget complete? (slide 8)
3. Is the project sustainable? (slide 9)
4. Are your outcomes measurable? (slide 10)

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Will my project result in **ongoing sport participation**
and/or **better** quality sport programs in NS?

Sport Development Contacts

Are you thinking about completing a PSO Project but have no idea where to start? Not sure if you put the budget line in the right place, or submitted your online application properly?

Contact: **Lainie Smith,**
Support4Sport Program Coordinator
lsmith@sportnovascotia.ca
(902) 425-5450 x 372

Sport Development Contacts

Do you want to link a PSO project to your participation development plan?

Contact: **Jason Hansford-Smith,**
Manager of Participation Development
jhansfordsmith@sportnovascotia.ca
(902) 425-5450 x 358