



## The Municipality of Port Hope Community Grant Application

### **Part A: Community Grant Applicant Information**

Organization/Charity Name: Play Your Sport Northumberland

Address (Including Postal Code):

242 Queen Street, Port Hope, Ontario, L1A 3Z9

### **Part B: Community Grant Applicant Contact Information**

Name of Contact Person: Ray Hills

Title of Contact Person: President and Board Chair

Phone Number: 905-823-6740 Alt. Phone Number: 289-251-4622

Email: playyoursport123@gmail.com

### **Part C: Community Grant Applicant Eligibility**

1. Are you a non-profit organization or a registered charity? Please select ONE:

Non-Profit Organization

Registered Charity

If you are a registered charity as per CRA please indicate your registered number:

N/A

**2. Which of the following describes your non-profit organization or registered charity? (Select all that apply)**

- Initiate or deliver programs and services to the citizens of Port Hope.
- Provide events of a Municipal, Provincial or National significance, which could be expected to bring economic, and/or public relations benefit to the Municipality.
- Provide programs and services to address any urgent and pressing events and natural disasters (i.e. fire, flood, earthquake).
- Initiate programs or services for individuals, groups or teams who require assistance to participate in recognized regional, provincial, national or international championships.

**Part D: Community Grant Application Information**

Name of Event or Program:

Play Your Sport Northumberland's Hockey Tournament

Current Year's Request: \$ 1,500

Prior Year's Request: \$ 2,000

Prior Years' Awarded Grant: \$ 2,000

Date of the Organization's Event: January 22 - 23, 2023 and January 29-30, 2023

Preferred Date to Receive Community Grant: January 5, 2023

## Schedule "B"

### **1. Please briefly describe the organization's programs and services:**

Play Your Sport Northumberland is a camp that provides kids, adolescents and teens between the ages of 8-18, across Northumberland County the opportunity to play a variety of recreational activities. The activities that we provide to the public include soccer, baseball, tennis, basketball, volleyball and flag football. With our access to the lake we also provide the public the opportunity to swim, kayak, canoe, paddle board and play water polo. Play Your Sport Northumberland consists of 30 staff members and 20 volunteer members. Our camp is open to the public between May 1st – September 30th for our summer activities and our indoor gymnasium is open all year round. We continuously fund-raise and search for funding through sponsorships and grants. We also rent out our facilities to the public and clubs to obtain revenue to cover our costs. Since we do not have access nor own a rink, Play Your Sport Northumberland hosts a hockey tournament every year for kids, adolescents and teens between the ages of 8-18, across Northumberland County. Our hockey tournaments are hosted within each Town/Municipality on a rotated basis across Northumberland County so that we can accommodate residents from all over the Northumberland area. These tournaments are one weekend long during the month of January. We also rent school buses to shuttle the kids and families to and from the rinks. Because of the difference in ages, we divide the kids up by placing individuals from the ages of 8-11 together, 12-15 together and 16-18 together. If we are short in some age groups we do try and divide them up equally to make it fair. In addition, we raise money to purchase equipment and clothing for those families who cannot afford them. We have a set due date for when individuals from low income families can sign up for our hockey tournaments so that we can accommodate them by arranging their proper attire.

### **2. Please provide a statement of the organization's goals/objectives:**

Play Your Sport Northumberland's goals are to provide kids, adolescents and young teens the opportunity to have fun and be active, while feeling healthy and enhancing their self-esteem. Our goal is to allow kids have the opportunity to engage with others, while enhancing their social interaction skills, and learn how to work as a team. Another goal of Play Your Sport Northumberland is to allow children, adolescents and young teens from low income families have the opportunity to participate in our events by providing them equipment and/or clothing that they may need and cannot afford.

**3. If Council approves the organization's Community Grant request, what will the funding be used for?**

If Council approves our Community Grant request the money will be used directly to benefit all of the kids, adolescents and young teens living amongst Northumberland County who want to participate in our hockey tournaments. The funding will be used for operating, administrative and program related expenses including hockey equipment and the transportation costs to shuttle the kids and their families to and from the ice rinks.

**4. Please provide a description of how the organization intends to measure the success of the program or service:**

One method that we are using to measure the success of our event is our social media platforms; Twitter, Instagram and Facebook. We always post on Twitter and Facebook at least three (3) months in advance prior to the hockey tournament to get the word out. We post once a week on Twitter and Facebook prior to the hockey tournament so that we do not bombard our followers. A week prior to the hockey tournament and during the tournament we encourage individuals to follow us on our social media platforms. We encourage them to Tweet and post on Facebook about their experience and to tag us by #playyoursport. We also encourage participants to post pictures of either themselves and their friends or the tournament on Instagram, along with tagging us by #playyoursport. This allows us to see if individuals are enjoying their experience, and it can help us gain more followers as well as increasing individuals' awareness about our program.

Our second method of measuring success is to provide every participant a survey after the tournament is complete. This survey consists of 15 questions asking about their experience, if they had fun, felt healthy, how they would rate their self-esteem, and if they felt the tournament enhanced their social interaction skills. This survey is completely anonymous, as it does consist of sensitive information and we would like to obtain the most accurate and truthful feedback from all of our participants. Each participant is to provide their survey to our office or can submit this to us via email.

Another method that we use to measure success is by having a couple of our volunteers stand at the registration booth and keep track of how many individuals attend by using mechanical tally counters. This way we are able to keep track of the number of attendees each year.

**5. What is the approximate geographic audience demographic that you plan to target? (i.e. 300 Adults and 50 Kids: 75% Port Hope Residents)**

We are trying to encourage kids, adolescents and teens between the ages of 8-18 years resident amongst Northumberland County to participate in our hockey tournament. We are hoping to have 20% respectively from each member municipality. Ideally we would like to have 17 players (for three shifts) for each hockey team. We would like to have a minimum of 4 teams per age group for the hockey tournament (Example: 4 teams of 8-11 year olds, 4 teams of 12-15 year olds and 4 teams of 16-18 year olds). This would make a minimum total of 68 individuals between the ages of 8-11, 68 individuals between the ages of 12-15 and 68 individuals between the ages of 16-18. The timing of each game will vary depending on how many teams we get. If we get a minimum of 4 teams for each age group we would be able to make our hockey games 60 minutes with two 15-minute intermissions. We are also always happy to accept any volunteers who are interested in helping us operate these events.

**6. What new initiatives will the organization be doing in the upcoming year?**

Last year our hockey tournament was one weekend long during the month of January and was a huge success! However this year, because it is Play Your Sport Northumberland's 50th anniversary we will be hosting the tournament for two weekends. To celebrate our 50th anniversary we will be hosting multiple draws for fun prizes and providing a FREE hot lunch each day. We also have a lot of sport vendors coming out to provide individuals the opportunity to check out different sports equipment, healthy food and drink products. We also have health consultants to educate individuals on healthy activities and eating habits, and we also have Social Workers coming out to educate and coach individuals on how to enhance their social interaction skills and self-esteem.

Schedule "B"

**7. Does the organization work jointly with any other community or organization?  
If yes, please provide details:**

Yes, Play Your Sport Northumberland works closely with many organizations including:

Sport Chek, Play It Again Sports and National Sports assist us with arranging sport equipment at a discounted price for those individuals who can't afford them.

Cobourg's YMCA is working with us to lend some of their equipment.

The Rotary Club, Lions Club, Northumberland United Way and Fire Association are providing us fun prizes.

The Municipality of Port Hope, Township of Cobourg, Cramahe, Hamilton and Alnwick/Halimand have allowed us to rent out their arenas for our hockey tournaments.

**8. Does the Municipality provide your organization other financial support? (i.e. fee waiver, etc.) If yes, please indicate the amount:**

At this time the Municipality of Port Hope does not provide any additional financial support.

**9. How is the organization decreasing reliance on Municipal funding?**

This year Play Your Sport Northumberland is requesting from the Municipality of Port Hope \$500 less than last year's request. We have hosted a t-shirt sale and are currently starting to organize our bake sale as well. Our t-shirt fund-raising was very successful, we sold over 200 shirts for \$10 dollars each. We will be hosting a raffle draw at the tournament where our guests can buy tickets. Half of the money raised from this draw will be given to the winner while the other half will help assist with the event costs.

Play Your Sport Northumberland has gathered sponsorships and grants from all townships and municipalities within the Northumberland County. We have also received sponsorships from Celebrate Ontario grant, Canada Games fund, Cameco, ESCO, and banks including Scotia Bank and BMO.

Play Your Sport Northumberland had also applied to Canada's Engage Growth grant, Ontario's Youth Health grant and Ontario's Sport and Recreation fund, however we were not successful at obtaining this funding.

**10. Please indicate how the Municipality's financial support will be acknowledged. If possible, please provide an example:**

We do greatly appreciate the support from the Municipality of Port Hope. Last year we placed the Municipality of Port Hope's logo on our two large banners at our hockey tournament. We also mentioned the Municipality of Port Hope on air with all of our radio stations. As a thank you, again we will be placing two large banners with the Municipality of Port Hope's logo on it at our hockey tournament, as well as recognizing the Municipality of Port Hope on air with all of our radio stations. We will be posting the Municipality of Port Hope's logo on all of our social media platforms and on all of our brochures.

**11. Any additional information you find necessary:**

Each year we have experienced an increase in the number of people who are signing up for our program, whether it is individuals who want to participate in our tournaments or wanting to volunteer, and we can't thank the Municipality of Port Hope enough for your continuous support!

If you wish to see more information about our program, including pictures and videos of our volunteers and past events please visit our social media platforms.

Facebook:

<https://www.facebook.com/play.your.sport.northumberland>

Twitter:

<https://www.twitter.com/play.your.sport.northumberland>

Instagram:

<https://www.instagram.com/playyoursport/northumberland>

Thank you so much for your consideration!





## The Municipality of Port Hope Community Grant Application Attestation

### Community Grant Applicant Information

Organization/Charity Name: Play Your Sport Northumberland

Mailing Address of Organization/Charity (Including Postal Code):

242 Queen Street, Port Hope, Ontario, L1A 3Z9

Current Year's Request \$ 1,500

### Community Grant Applicant Contact Information

Name of Contact Person: Ray Hills

Title of Contact Person: President and Board Chair

Phone Number: 905-823-6740 Alt. Phone Number: 289-251-4622

Email: playyoursport123@gmail.com

Having requested financial assistance from the Municipality, the Organization agrees to the following conditions if a grant in any amount is awarded:

- A) The Organization confirms that the representations contained in the application for financial assistance are true and correct in every respect and that in the event that the funds are not used for the project or programs as described in the application, or if there are misrepresentations in the application, the full amount of the financial assistance will be payable to the Municipality.
- B) If there are any changes in the funding of the project from that contemplated in the application, the Municipality will be notified of such changes through the Director of Finance.
- C) That the Organization will make or continue to make attempts to secure funding from other sources as indicated in its application.
- D) That the Organization will keep proper books of accounts of all receipts and expenditures, relating to the program, services or project.
- E) That the Organization will retain and make available for inspection by the Municipality or its auditors, all records and books of accounts of the Organization

Schedule "B"

upon request from the Municipality which may be made within 2 years of the grant award.

- F) That if the programs or services proposed in the Organization's application are not commenced, or are not completed and there remain Municipality's funds on hand, or are completed without requiring the full use of the Municipality funds, such Municipality funds will be returned to the Municipality.
- G) That the program or services not be represented as a Municipal program or service, and that the Organization does not have authority to represent itself as an agency of the Municipality in any way, the only relationship being that the Municipality has approved the granted financial assistance to the Organization.
- H) That should the Organization receive grant funding and subsequently cancel an event, the Organization must dispose of their assets in a responsible manner that meets the approval of the Municipality.

**SIGNING AUTHORITY**

We certify that to our knowledge, the information provided in this application for a Municipal Community Grant is accurate and completed and endorsed by the organization which we represent.

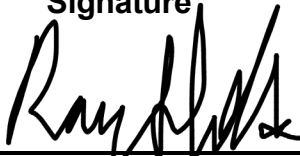
**Name (please print):**

**Signature**

**Date (MM/DD/YYYY)**

Ray Hills

Authorized Signing Officer #1



09/28/2022

Charlie Link

Authorized Signing Officer #2



09/28/2022

Personal information is being collected on this form under the authority of the Municipal Act and the Municipal Freedom of Information and Protection Act (MFIPPA). Please note, that personal information collected will form part of the public record and is public information subject to the MFIPPA regulations and may be published as part of the corporate agendas and/or public consultation processes. Questions about the collection of personal information may be directed to the Municipal Clerk at 905.885.4544 or [clerk@porthope.ca](mailto:clerk@porthope.ca)

**Municipality of Port Hope  
Community Grant Application**

**Play Your Sport Northumberland  
Organization's Income Statement**

Organization's fiscal year-end: **31-Dec-22**

Please note: Additional lines can be inserted. Please enter values as a positive number.

	2021 Actual	2022 Year End Projection	2023 Budget	Notes
<b>Expenses</b>				
<b>List all types of expenses (ie. office supplies, salaries &amp; wages, materials, etc.)</b>				
Insurance	\$ 5,400	\$ 5,200	\$ 6,000	
Salaries & Wages	\$ 90,020	\$ 95,000	\$ 98,700	
Office Supplies	\$ 1,046	\$ 2,015	\$ 2,671	
Utilities	\$ 1,546	\$ 1,875	\$ 1,988	
Marketing & Promotions	\$ 1,945	\$ 2,159	\$ 2,977	
Field Paint	\$ 985	\$ 1,461	\$ 1,155	
Telephone Expenses	\$ 1,100	\$ 1,176	\$ 1,304	
Concession costs	\$ 8,240	\$ 9,153	\$ 9,403	
Safety	\$ 2,785	\$ 5,124	\$ 7,001	
Maintenance Supplies	\$ 1,700	\$ 1,950	\$ 2,140	
Recreational Equipment & Apparel	\$ 3,780	\$ 4,450	\$ 6,241	
Rental costs	\$ 8,558	\$ 10,948	\$ 16,704	
<b>Total Expenses:</b>	<b>\$ 127,105</b>	<b>\$ 140,511</b>	<b>\$ 156,283</b>	
<b>Revenues</b>				
<b>List all types of revenues (ie. ticket sales, admin fees, interest revenue, etc.)</b>				
Car Washes	\$ 4,526	\$ 4,490	\$ 5,845	
Bake Sales	\$ 9,792	\$ 10,220	\$ 11,500	
Event Sales	\$ 3,505	\$ 5,150	\$ 5,200	
Registration	\$ 12,552	\$ 15,994	\$ 17,200	
Equipment Rental	\$ 9,548	\$ 10,262	\$ 13,670	
Court/Gym/Field Rental	\$ 15,480	\$ 16,940	\$ 18,400	
Federal Grant	\$ 7,200	\$ 1,000	\$ 7,200	
Provincial Grant	\$ 7,000	\$ 6,000	\$ 8,454	
Bank Sponsorships	\$ 12,000	\$ 23,000	\$ 23,000	
Local Sponsorship	\$ 24,500	\$ 22,350	\$ 22,100	
Donations from members	\$ 11,000	\$ 15,500	\$ 16,200	
Other Town/Municipal Grants	\$ 8,000	\$ 8,000	\$ 6,000	
<b>Total Revenue:</b>	<b>\$ 125,103</b>	<b>\$ 138,906</b>	<b>\$ 154,769</b>	
<b>Net Surplus/(Deficit):</b>	<b>\$ (2,002)</b>	<b>\$ (1,605)</b>	<b>\$ (1,514)</b>	
<b>Grants from Municipality:</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 1,500</b>	Do not include in Revenues section above
<b>Total Net Surplus/(Deficit):</b>	<b>\$ (2)</b>	<b>\$ 395</b>	<b>\$ (14)</b>	

Comments:

**Note: This form is to include any amounts included in the event/programs statements**

**Municipality of Port Hope  
Community Grant Application**

**Play Your Sport Northumberland  
Organization's Balance Sheet**

**Organization's fiscal year-end: 31-Dec-22**

Please note: Additional lines can be inserted. Please enter values as a positive number.

Assets		Liabilities	
<b>Current Assets:</b>		<b>Current Liabilities:</b>	
List all types (ie. cash, accounts receivable, etc.)		List all types (ie. accounts payable, accrued liabilities, etc.)	
Cash	\$ 1,100	Accounts Payable	\$ 8,620
Office Supplies	\$ 152	Wages Payable	\$ 3,820
Prepaid expenses	\$ 450	Insurance Payable	\$ 500
Supplies Inventory	\$ 2,733		
		<b>Long-term Liabilities:</b>	
		List all types (ie. long-term debt, etc.)	
		Mortgage Payable	\$ 6,364
<b>Total Current Assets:</b>	<b>\$ 4,435</b>	<b>Total Liabilities:</b>	<b>\$ 19,304</b>
<b>Long-term Assets:</b>		<b>Equity:</b>	
List all types (ie. capital assets, etc.)		List all types (ie. common shares, owner's equity, etc.)	
Land	\$ 12,000	Play Your Sport Equity	\$ 2,115
Building	\$ 5,000		
Building depreciation	\$ (2,250)		
Recreational Equipment	\$ 6,584		
Recreational Equipment depreciation	\$ (4,350)		
<b>Total Long-Term Assets:</b>	<b>\$ 16,984</b>	<b>Total Owner's Equity:</b>	<b>\$ 2,115</b>
<b>Total Assets:</b>	<b>\$ 21,419</b>	<b>Total Liabilities and Owner's Equity:</b>	<b>\$ 21,419</b>
Balance Check \$			-

**Comments:**

**Note: This form is to include any amounts included in the event/programs statements**

**Municipality of Port Hope  
Community Grant Application**

**Play Your Sport Northumberland's Hockey Tournament  
Event's Income Statement**

Event's fiscal year-end: **31-Dec-22**

Please note: Additional lines can be inserted. Please enter values as a positive number.

	2021 Actual	2022 Year End Projection	2023 Budget	Notes
<b>Expenses</b>				
<b>List all types of expenses (ie. office supplies, salaries &amp; wages, materials, etc.)</b>				
Referees	\$ 861	\$ 1,000	\$ 2,000	Note: increase from one (1) weekend to two (2)
Salaries	\$ 4,500	\$ 4,700	\$ 9,000	
Venue Hire	\$ 2,325	\$ 2,460	\$ 4,235	
Marketing & Promotions	\$ 1,422	\$ 1,552	\$ 850	
Concession Costs	\$ 1,362	\$ 1,548	\$ 2,795	
First Aid Supplies and services	\$ 1,790	\$ 2,567	\$ 3,778	
Buses/Transportation	\$ 1,700	\$ 2,620	\$ 3,700	
Hockey Equipment	\$ 2,220	\$ 2,411	\$ 1,800	
Insurance	\$ 900	\$ 900	\$ 1,000	
<b>Total Expenses:</b>	<b>\$ 17,080</b>	<b>\$ 19,758</b>	<b>\$ 29,158</b>	
<b>Revenues</b>				
<b>List all types of revenues (ie. ticket sales, admin fees, interest revenue, etc.)</b>				
Concession Revenue	\$ 1,323	\$ 1,476	\$ 2,899	
T-Shirt Sales	\$ 1,420	\$ 2,010	\$ 2,000	
Bake Sales	\$ 820	\$ 1,170	\$ 2,000	
Ontario Summer Company Fund	\$ 1,000	\$ -	\$ -	
Canada's Family and Youth Fund	\$ 1,000	\$ -	\$ -	
Ontario Sport and Recreation Fund	\$ -	\$ 1,000	\$ -	
Accessibility Canada Fund	\$ -	\$ 1,000	\$ -	
Celebrate Ontario Grant	\$ -	\$ -	\$ 2,200	
Canada Games Fund	\$ -	\$ -	\$ 1,254	
Scotia Bank	\$ -	\$ 500	\$ 1,500	
Bank of Montreal	\$ -	\$ -	\$ 1,700	
Raffle Tickets	\$ -	\$ -	\$ 2,250	
Cameco	\$ 500	\$ 1,000	\$ 2,250	
ESCO	\$ 500	\$ 1,000	\$ 2,250	
Town of Cobourg	\$ 2,000	\$ 2,000	\$ 1,500	
Hamilton Township	\$ 2,000	\$ 2,000	\$ 1,500	
Alnwick/Haldimand Township	\$ 2,000	\$ 2,000	\$ 1,500	
Cramahe Township	\$ 2,000	\$ 2,000	\$ 1,500	
Donation from members	\$ 500	\$ 700	\$ 1,350	
<b>Total Revenue:</b>	<b>\$ 15,063</b>	<b>\$ 17,856</b>	<b>\$ 27,653</b>	
<b>Net Surplus/(Deficit):</b>	<b>\$ (2,017)</b>	<b>\$ (1,902)</b>	<b>\$ (1,505)</b>	
<b>Grants from Municipality:</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 1,500</b>	Do not include in Revenues section above
<b>Total Net Surplus/(Deficit):</b>	<b>\$ (17)</b>	<b>\$ 98</b>	<b>\$ (5)</b>	

Comments:

Note: This form is to identify the project/event specific amounts included in the organizations summary financial statements

**Municipality of Port Hope  
Community Grant Application**

**Play Your Sport Northumberland's Hockey Tournament  
Event's Balance Sheet**

**Event's fiscal year-end: 31-Dec-22**

Please note: Additional lines can be inserted. Please enter values as a positive number.

<b>Assets</b>	<b>Liabilities</b>
<b>Current Assets:</b>	<b>Current Liabilities:</b>
List all types (ie. cash, accounts receivable, etc.)	List all types (ie. accounts payable, accrued liabilities, etc.)
Cash (Fundraising) \$ 1,000	Insurance \$ 500
Prizes \$ 500	Accounts Payable \$ 4,500
Food \$ 500	
Drinks \$ 550	
	<b>Long-term Liabilities:</b>
	List all types (ie. long-term debt, etc.)
	N/A
<b>Total Current Assets: \$ 2,550</b>	<b>Total Liabilities: \$ 5,000</b>

<b>Assets</b>	<b>Equity</b>
<b>Long-term Assets:</b>	<b>Equity:</b>
List all types (ie. capital assets, etc.)	List all types (ie. common shares, owner's equity, etc.)
Hockey Equipment \$ 3,675	Play Your Sport \$ 225
Hockey Equipment depreciation \$ (1,000)	
<b>Total Long-Term Assets: \$ 2,675</b>	<b>Total Owner's Equity: \$ 225</b>
<b>Total Assets: \$ 5,225</b>	<b>Total Liabilities and Owner's Equity: \$ 5,225</b>

Balance Check \$ -

**Comments:**

**Note: This form is to identify the project/event specific amounts included in the organizations summary financial statements**