



City of Kelowna
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kelowna.ca

Council Policy

Athletic Excellence Grant Policy

APPROVED February 6, 2006

RESOLUTION: R375/10/04/26
REPLACING: R121/06/02/06
DATE OF LAST REVIEW: April 2010

The City of Kelowna recognizes the need for financial aid to support the competition needs of our locally-based high-performance athletes & teams. In response to that need, the "Athletic Excellence Grant" has been established to assist individual competitors or teams with the travel-related expenses associated with participating in high-level sporting events.

For the purpose of this grant, a High-Level Sporting Event is defined as:

- Western Canadian Championships
- National (Junior or Senior) Championships
- World (Junior or Senior) Championships
- Olympic Trials or Major Games/Events
- Provincial/National Team Championships

Funding levels will be based on the level and location of the event. The annual allocation will not exceed \$500.00 to any one athlete per calendar year and \$1,000.00 to any one team per calendar year. The City's total annual Athletic Excellence Grant fund allocation is \$10,000.00 per budget year. In the event that these funds are not fully allocated in any given budget year, the remaining funds shall be carried forward to the next budget year.

A. POLICY GUIDELINES

GENERAL

1. Applicant(s) must have qualified for the event by meeting an established standard as set by the National Sport Organization or through "play downs" or equivalent entry standard as recognized by the National Sport Organization.
2. Applicant(s) must be a locally based athlete/team residing in Kelowna for a minimum of 6 months.
3. All applications must be endorsed by the local and/or provincial sport governing body.
4. Grant funds are to be used for event travel-related expenses including: registration fees, transportation, meals and accommodation.

FUNDING LEVELS

Athletes are eligible for funding at the following levels:

Western Canadian Championships:

- Up to \$150.00 per athlete, per event

National Championships or Canada Games or Olympic Trials:

- Up to \$250.00 per athlete, per event, held in Western Canada (BC/AB/SK/MB/NWT/YK/NU)
- Up to \$350.00 per athlete, per event, held in Eastern Canada (ON/QB/ND/NB/NS/PEI)

World Championships or Major International Games/Events:

- Up to \$400.00 per athlete, per event, held in North America
- Up to \$500.00 per athlete, per event, held outside North America

Teams are eligible for funding at the following levels:

Western Canadian Championships:

- Up to \$600.00 per team, per event

National Championships or Canada Games or Olympic Trials:

- Up to \$700.00 per team, per event, held in Western Canada (BC/AB/SK/MB/NWT/YK/NU)
- Up to \$800.00 per team, per event, held in Eastern Canada (ON/QB/ND/NB/NS/PEI)

World Championships or Major International Games/Events:

- Up to \$900.00 per team, per event, held in North America
- Up to \$1000.00 per team, per event, held outside North America

APPLICATION PROCESS

1. All enquiries regarding application eligibility and other pertinent information should go through the Recreation & Cultural Services Department. (Application Form attached as Appendix A to this policy)
2. Completed application forms should be submitted to the Recreation & Cultural Services Department at a minimum of one (1) month prior to the commencement of the event.

APPROVAL PROCESS

1. All applications will be reviewed by an "AEG Review Team", with representation from the Recreation & Cultural Services Department, Tourism Kelowna and PacificSport Okanagan
2. The AEG Review Team will evaluate the application(s), make the final decision, and notify the applicant(s) by mail of the final decision within 30 days.
3. If the applicant(s) is successful in receiving grant monies, they must complete and submit the Post-Event Report, including the Grant Information Form (attached as Appendix B to this policy) and copies of related event receipts, within 30 days of completion of the event.
4. Upon completion and submission of the Post-Event Report, a cheque requisition will be processed and funds provided to applicant(s).

NOTE: Pages 3 to 5 inclusive of this policy are an appendix.

REASON FOR POLICY

To establish a policy for handling high-performance athletic event grant requests.

LEGISLATIVE AUTHORITY

Council Resolution.

PROCEDURE FOR IMPLEMENTATION

See Policy.

Athletic Excellence Grant Application

Sport Organization Name: _____

Address: _____

President: _____ Phone: _____

Alternate Contact: _____ Phone: _____

BC Society #: _____

Is this application for a team or individual athlete? Team: _____ Athlete: _____

(If for a team, please complete the Team Information section and if for an individual athlete, please complete the athlete Information section)

Team Information

Team Name: _____ Age Division: _____

Coach: _____

Telephone numbers: home: _____ work: _____ fax: _____

cell: _____ pager: _____ email: _____

Street: _____

City: _____ Province: _____ Postal Code: _____

of team members: _____ # of team members going to event: _____

Please indicate highest level of achievement in your sport, years participated and results (include all performances – if they are applicable – from the following: World Championships, Commonwealth Games, Pan-Am Games, World Cup Circuit, Canada Games, National Championships, Western Canadian Championships, Provincial Championships):

Athlete Information

Name: _____ Sport: _____

Telephone numbers: home: _____ work: _____ fax: _____

cell: _____ pager: _____ email: _____

Street: _____

City: _____ Province: _____ Postal Code: _____

Please indicate highest level of achievement in your sport, years participated and results (include all performances – if they are applicable – from the following: World Championships, Commonwealth Games, Pan-Am Games, World Cup Circuit, Canada Games, National Championships, western Canadian Championships, Provincial Championships):

Event Information

Name of Event: _____

Date of Event: _____ Location of Event: _____

Please indicate how your team or athletes have qualified for the competition:

Allocation of Funds

If approved, what will the funds be used for? Please itemize your travel expenditures and who is paying for these expenses.

List of Travel Expenditures - Who is covering these costs?

Summary of Request

Amount Requested:

Any other comments?

I declare the information in this application is accurate.

Sport Organization Contact (please print)

Signature

Athlete/Team's Rep. (please print)

Signature

Coach's Name (please print)

Signature

Date (Y/M/D) _____



Grant Information Form

Please fill out this form following completion of approved event and attach back-up copies of receipts.

Team Information

Team Name: _____ Sport: _____

Mailing Address (to send funds):

Street: _____

City: _____ Province: _____ Postal Code: _____

Event Information

Event Completed: _____

Date of Event: _____

Location of Event: _____

Event Report (including results):

**Please send the Grant Information Form and copies of receipts to the:
Sport Kelowna Centre
645 Dodd Road, Kelowna, BC, V1X 5H1**