

Active Living & Culture Grants

Athletic Excellence Grant Guidelines

Open Intake – applications to be submitted a minimum of one (1) month prior to the commencement of the event.

These guidelines have been revised for 2020 – previous versions no longer apply.

If you have questions after reviewing these guidelines, you can obtain more information from Active Living & Culture staff. Please contact staff well in advance of application submission:

Doug Nicholas
(250) 469-8859
dnicholas@kelowna.ca

Brad Duquette
(250) 469-8696
bduquette@kelowna.ca

Athletic Excellence Grants
Active Living & Culture Division
Sport & Event Services
645 Dodd Road
Kelowna, BC V1X 5H1

CITY OF KELOWNA ACTIVE LIVING & CULTURE DIVISION**CORE PRINCIPLES:**

The City of Kelowna's Active Living & Culture Division administers a number of grant programs and services for the community which:

- encourage active healthy lifestyles
- build strong neighbourhoods
- nurture lifelong participation in sport
- enhance cultural vibrancy
- facilitate development of events
- enhance social sustainability
- support effective management and operation of sport, recreation and cultural facilities

Organizations seeking funding support from the City of Kelowna through any of the grant programs administered by the Active Living & Culture Division should be aware of and aligned with one or more these core principles.

VALUES:

Any organization supported by the City of Kelowna will commit to the following values:

- accessibility, diversity and inclusion: the organization will not unreasonably exclude anyone by reason of religion, ethnicity, gender, age, sexual orientation, language, income
- accountability and fiscal responsibility: using resources effectively and efficiently
- innovation: being leaders in finding new solutions
- optimizing value: generating more value and impact from existing resources
- partnerships and collaboration: working with others to leverage energy, talent and resources

Athletic Excellence Grants are one of many grant programs provided by the City of Kelowna. Information about other grant opportunities is available on the City's website: kelowna.ca/grants

1.0 ATHLETIC EXCELLENCE GRANT OBJECTIVES AND DESCRIPTION

1.1 Objectives:

This program aims to provide financial assistance to high-performance athletes or teams for 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 (ie. athlete representing Team BC or Team Canada at a Championship level event)

The Athletic Excellence Grant program is not intended to be an ongoing source of support for any athlete, team or sport organization, and the entry of new applicants into the program will be considered a priority. The maximum allocation from this program will be \$500 to any one athlete per calendar year and \$1,000 to any one team per calendar year.

1.2 Eligibility:

To participate in this program, the following criteria must be met:

- Applicant 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.
- Applicant must be a locally based athlete/team residing in Kelowna for a minimum of 6 months
- Applicant must be endorsed by the local and/or provincial sport governing body. Only PSO’s/LSO’s in good standing with their accrediting body are eligible.

1.3 Eligible activities and expenses

Approved grant funds will be distributed after the event and may be used to offset travel-related expenses, including:

- registration fees
- transportation
- meals
- accommodation

1.4 Ineligible activities and expenses

Approved grant funds may not be used for:

- provincial level or invitational events
- non-approved events
- retroactive funding for events that have already occurred

2.0 APPLICATION PROCESS

Athletes/Teams considering submission of an application are encouraged to review the grant guidelines and contact City staff to discuss eligibility for this program or to obtain more information. Completed application forms (including signatures) can be submitted by mail, email or in person and must be received a minimum of one (1) month prior to the commencement of the event. **Late applications will not be accepted.** Please send applications to:

Athletic Excellence Grant
Attn: Brad Duquette
City of Kelowna – Active Living and Culture
645 Dodd Road
Kelowna, BC V1X 5H1
bduquette@kelowna.ca

Please Note: Submission of an application does not guarantee funding. Obtaining a grant is a competitive process and demand often exceeds available resources.

3.0 ASSESSMENT CRITERIA

Application assessment will be based on the level and location of the event and will adhere to the following funding guidelines:

Athletes:

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:

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

4.0 ASSESSMENT OF APPLICATIONS

4.1 *Review:*

Applications will be evaluated through Active Living & Culture staff review, which enables a streamlined and expedited process. Review will take place within 30 days of a completed application and the applicant will be notified by email within 30 days of the review. All decisions are final.

4.2 *Post-Event Report:*

A Post-Event Report form will be provided to all successful applicants. If the applicant is successful, they must complete and submit a Post-Event Report, and provide copies of related event receipts, within 30 days of completion of the event. Approved grants funds will be distributed once this report, and supporting receipts, have been received.

4.3 *Fund Distribution*

Upon receipt of the Post-Event Report (and supporting receipts), a cheque requisition will be processed and funds provided to applicant. Applicant may be requested to provide a letter of acknowledgement to the City in support of this grant program.

5.0 CONFIDENTIALITY

All documents submitted by applicants to the City become the property of the City. The City will make every effort to maintain the confidentiality of each application and the information contained therein except to the extent necessary to communicate information to staff and assessors for the purposes of evaluation, administration and analysis. General information about the grant monies provided, including the funded amount and the applicant being funded under the program may also be released. The City will not release any additional information to the public except as required under the Province of British Columbia *Freedom of Information and Protection of Privacy Act* or other legal disclosure process.