

Supported by the **Kelowna 2008 BC Summer Games Legacy Fund**, the Sport Education Grant is designed to provide financial assistance to local coaches or officials interested in upgrading their training and/or certification beyond introductory levels. The Grant can also be used for local sport organizations to host advanced sport development courses/seminars for local coaches and officials. Examples may include: a level 2 coach pursuing level 3 certification; a referee taking training to instruct other referees; a local sport organization bringing in a special guest presenter to speak at a conference or to a group of coaches/officials.

These funds, totaling \$45,000, will be dispersed through a granting process of \$15,000 annually over a three year period starting in 2010. In the event that these funds are not fully allocated in a given budget year the balance will be carried forward and applied to the next budget year until funds are fully allocated. The Sport Education Grant will be administered by PacificSport Okanagan, on behalf of the City of Kelowna's Recreation & Cultural Services Department.

CRITERIA

Selection of deserving coaches/sport organizations will be based on the following criteria:

1. Applicant must be a locally based coach/official/organization currently residing or based in Kelowna for a minimum of 6 months.
2. Applicant must be endorsed by their local and/or provincial sport governing body.
3. The maximum allocation will be \$500 to any one coach/official or \$1000 to any one sport organization per calendar year, and will represent not greater than 50% of the total cost for the upgrading.
4. Grant funds are to be used for course-related expenses only, including: registration fees, facility fees, instructor fees, transportation, meals and accommodation.
5. Applicant is responsible for initial payment of all course related expenses and will be reimbursed as approved through the grant application.
6. This grant cannot be accessed in combination with any other City of Kelowna sport grant (Sport Event Development Grant and Athletic Excellence Grant).

FUNDING LEVELS

Funding levels will be based on the level and location of the course/seminar and will adhere to the following guidelines:

Coaches & Officials:

- ▶ Up to \$150 per coach/official for courses held in the Okanagan
- ▶ Up to \$250 per coach/official for courses held outside of the Okanagan in Western Canada (BC/AB/SK/MB/NWT/YK/NU)
- ▶ Up to \$350 per coach/official for courses held in Eastern Canada (ON/QB/ND/NB/NS/PEI)
- ▶ Up to \$400 per coach/official for courses held in North America
- ▶ Up to \$500 per coach/official for courses held outside of North America

Sport Organizations:

- ▶ Up to \$250 per Sport Organization for sport specific courses (< 50 participants)
- ▶ Up to \$500 per Sport Organization for sport specific courses (> 50 participants)
- ▶ Up to \$350 per Sport Organization for general multi-sport courses (< 50 participants)
- ▶ Up to \$600 per Sport Organization for general multi-sport courses (>50 participants)
- ▶ Up to \$1000 per Sport Organization for Sport Conferences (with multi-presenters)

APPLICATION PROCESS

1. Applications will be accepted year round and reviewed three times per year: April, August and December.
2. Completed application forms should be submitted prior to the commencement of the course/seminar.
3. All enquiries regarding application eligibility and other pertinent information should go through PacificSport Okanagan.

APPROVAL PROCESS

1. Applications will be reviewed by the Sport Education Grant (SEG) Review Team, with representation from the Recreation & Cultural Services Department, Tourism Kelowna and PacificSport Okanagan.
2. The SEG Review Team will evaluate the applications, make the final decision, and notify the applicant within thirty (30) days of the review period.
3. The decisions of the SEG Review Team will be final.
4. If the applicant is successful in receiving grant monies, they must complete and submit the Post-Event Report, including the Grant Information Form and copies of related event receipts, prior to receipt of funds.
5. Upon completion and submission of the Post-Event Report, a cheque requisition will be processed and funds provided to the applicant.