

Lac La Biche County *Policy*

TITLE: Sporting Event Attendance Funding

POLICY NO: CM-71-027

RESOLUTION: 20.496

EFFECTIVE DATE: June 23, 2020

DEPARTMENT RESPONSIBLE: Finance and Grants

NEXT REVIEW DATE: June 23, 2023

POLICY STATEMENT:

Lac La Biche County believes in supporting local sports teams and athletes who have qualified for provincial, national or international competitions. To this end, the County will offer funding to qualifying individuals or organizations to assist with the cost of attending these events outside of Lac La Biche County. Both individual athletes and teams may be eligible for funding, subject to the other requirements of this policy and procedure.

Administration shall establish a procedure for this policy and shall be responsible to ensure the spirit and intent of the policy is being adhered to.

DEFINITIONS:

“Team” shall mean the group of athletes particular to a specific sport, age group and/or other categories.

“Organization” shall mean an organization that oversees a team or a group of teams.

PRINCIPLES:

- Annually, the County may set aside funds for requests of this type. Funds will be provided on a first come, first serve basis to qualifying organizations.
- Administration may approve funding requests which meet the following requirements:
 1. Requests must either be for youth (under 18), seniors (over 65), or special needs competitions.
 2. Organizations requesting funding must be based in Lac La Biche County.
 3. Individuals requesting funding must have their primary residence in Lac La Biche County.
 4. Individual requests will only be considered if the Organization as a whole is not considered eligible for funding.
 5. Requests must be for athletic or sporting events that are provincial, national or international in scope, and take place outside of Lac La Biche County.
 6. Requests for competitions within Lac La Biche County, or regional level competitions will not be recommended for funding.
 7. Funding will not be approved unless attendance in the event is secured.
 8. Funding requests must be submitted prior to the event.
 9. Individuals and Organizations may only receive funding once every two seasons.
 10. Administration may approve funding for requests which meet the eligibility criteria identified above for the following amounts.

Sports Event Type	Individual Requests	Organization Requests
Provincial level Competition	\$200	\$200 per team/squad member, up to \$1,000
National level Competition	\$400	\$400 per team/squad member, up to \$1,500
International level Competition	\$600	\$600 per team/squad member, up to \$2,000

11. In the event that multiple individual requests come from a single organization, the combined amount of funding provided to the individuals will not exceed the amount of funding eligible for an organization-level request of that type.
 12. Funding will be provided at the discretion of Lac La Biche County (i.e. funding which meets the criteria will not necessarily receive funding).
- These parameters are only intended to set an expectation as to how funding decisions are made by Administration. It is not intended to imply, or to be interpreted as the amount of funding the County is obligated to provide. Council reserves the right at its sole, unfettered discretion, to approve funding for any applicant organization in a manner different than what is identified in this policy and corresponding procedure on the basis of any factor which Council considers relevant.

“Original Signed”
Chief Administrative Officer

July 7, 2020
Date

“Original Signed”
Mayor

July 8, 2020
Date

SPECIAL NOTES/CROSS REFERENCE: CM-71-027 Sporting Event Attendance Funding Procedure

AMENDMENT DATE:

Procedure

TITLE: Sporting Event Attendance Funding

PROCEDURE NO: CM-71-027

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PROCEDURE:

General

1. Administration will encourage organizations and individuals to submit requests directly to Administration.
2. Funding requests made to Administration must be made in writing and provide sufficient detail in order to determine request eligibility.
3. Funding requests will be administered through the Finance and Grants Department. Funding approvals will require “two-up” approval.
4. If a request is submitted directly to Council, Administration will provide a recommendation to Council regarding the provision of funding which aligns with the eligibility criteria and funding levels identified in this procedure (if there is an opportunity to provide a recommendation).
5. Funding is intended for the following expenses:
 - a. Hotel and accommodations costs;
 - b. travel expenses (gas, buses, etc.); and
 - c. food and meals.
6. Administration may establish a grant application form to field requests.
7. A final report is not normally required.

Requests from Organizations

8. It is expected that approved funding be distributed fairly among players. The organization will be responsible for doing so.
9. Teams requesting funding must do so through the Lac La Biche-based Organization which they are affiliated with.
10. Requests must be endorsed by an authorized representative of the Organization.
11. Requests will not be eligible if they are made at the “team level”. All requests must come from the Organization.
12. The cheque will be payable to the Organization which represents that team.

Requests from Individuals

1. Individuals may belong to teams that are regional teams, or teams affiliated with other areas, so long as the individual meets the eligibility criteria.
2. Funding will be made out to the individual, if funding is approved.

“Original Signed”
Chief Administrative Officer

July 7, 2020

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AMENDMENT DATE: