

**COMMUNITY
INVESTMENT** PROGRAM

Games Legacy
GRANT



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

Games Legacy GRANT

Program Description

As a result of hosting the 1985 Alberta Summer Games, 1992 Alberta Winter Games, 2003 Alberta Senior Games and 2004 Arctic Winter Games, a Games Legacy grant was created with surplus monies from these events.

The Games Legacy Grant Program is used to encourage participation in amateur sport, cultural activities and the arts by providing financial assistance to athletes, performers, artists, coaches or instructors that are:

- training in amateur sports, cultural activities or the arts;
- competing at a provincial, national or international level; or
- competing in North American Indigenous Games.

Program Objectives

The objective of the Games Legacy grant is to:

- promote and encourage development and growth in activities related to amateur sport, cultural activities or the arts for youth and adults within the priority framework;
- promote and develop future local talent within the community; and
- offer financial assistance to residents to achieve their maximum potential.

Application Process

The application process is advertised on the Municipal website, and encourages residents, community groups and non-profit organizations to submit grant applications. Proof regarding the legitimacy of the sanctioning organizations must also be submitted with the application. Applications should be in the spirit and intent of the Games Legacy Grant.

Applicants may apply for competitions or training that have happened or are happening between January 1, 2018 and December 31, 2019.

The Games Legacy Grant offers two different funding streams to individuals, groups or teams, and coaches/instructors within the geographic boundaries of the Regional Municipality of Wood Buffalo:

1. Developmental Activities

- Individuals or Coaches may apply for a maximum of \$1,500
- Groups or Teams may apply for a maximum of \$3,000

2. Travel and Accommodation

- Individuals or Coaches may apply for a maximum of \$1,500
- Groups or Teams may apply for a maximum of \$3,000

Applicants shall only submit one application. Applications must be submitted on the appropriate form on the Municipal website.

Upon receipt, applications are reviewed to ensure that they meet grant requirements (e.g., activity applied for occurred/will occur during the timeline above).

Recommendations are presented to Council for approval. Once applications are approved, recipients are notified about the grant amount and the grant process.

Reporting Requirements

Recipients of grants that are greater than \$1,000 and are for projects, services or programs not occurring until after grant approval, the Municipality will allocate 50% of the approved grant upon approval. To receive the remaining 50%, the Accountability Report and copies of receipts (up to approved grant value) must be submitted within 60 days of attending or completing the projects, services or programs.

Recipients of retroactive projects, services or programs must complete the Accountability Report and provide copies of receipts (up to approved grant value) within 60 days of grant approval for reimbursement.

Games Legacy GRANT

General Conditions

- Applicants shall only submit one application form and shall only receive one Games Legacy Grant, per call for applications.
- Applicants may apply for more than one project, service or programs, however:
 - maximum award for individuals or coaches will not exceed \$1,500; and
 - maximum award for teams or groups will not exceed \$3,000.
- The actual amount of a grant is subject to the availability of funds.
- A condition of accepting funding is that grant funds must be used in the manner originally agreed upon. Any funds not used for the project as described in the application may have to be returned.
- Priority is given to minor athletes, performers, artists or coaches/instructors of minors.
- Provided sufficient applications are received in each division, the total annual grant distribution shall be allocated at no less than:
 - 25% to Indigenous athlete (individual and/or team) development and growth, and support for provincial/territorial team preparation/travel to the North American Indigenous Games;
 - 25% to cultural or art development and growth; and
 - 50% to sports development and growth.
- If all eligible applicants within a division receive maximum funding, any surplus funds are transferred to the other division to maximize allocations.
- The granting of funds in any one call for applications shall not guarantee an automatic continuation of such assistance in future years.
- Late or incomplete applications will not be processed (Community Investment Program Policy FIN-220, Section 3.1.5).
- Council reserves the right to allocate CIP funding in such a manner as deemed to be in the best interest of the Municipality (Community Investment Program Policy FIN-220, Section 2.1.2).

Key Dates & Timelines

- Call for applications – October 3, 2018
- Application deadline – November 16, 2018
- Grant Approval – tentatively by the end of January 2019
- Grant distribution – within 30 days of grant approval and/or of receipt accountability report

General Contact Information

Regional Municipality of Wood Buffalo
Office of the Chief Financial Officer
9909 Franklin Ave.
Fort McMurray, AB T9H 2K4
(780) 788-1651
CIP@rmwb.ca

For more information, please visit the CIP website at rmwb.ca/CIP.

Late or incomplete applications will not be processed.

Games Legacy GRANT

DEVELOPMENTAL ACTIVITIES

Applicant Eligibility

To qualify, an applicant must be:

- a resident of the Regional Municipality of Wood Buffalo for a minimum of one year; or
- a registered non-profit organization or society that has operated in the Municipality for at least one year prior to applying; or
- a team or group with all members residing within the geographic boundaries of the Municipality; and
- in compliance with previous reporting requirements (if previously received a Games Legacy Grant).

Eligibility Guidelines

- A program/project at the amateur level.
- Specific short-term developmental training/ instruction.
- New or innovative activities or programs which will enhance the appreciation of sport, culture or the arts.
- Funding athletes, performers or artists to attend courses or clinics that are not available within the Municipality, for the purpose of acquiring or upgrading skills.
- In the event that three or more individual applications are received from members of the same team, the total maximum amount awarded will not exceed the team/group amount (\$3,000). The amount awarded will be divided among the applicants.
- Sending a coach or instructor for training/ instruction, that is not available locally, with the intent to bring skills back to be taught in the community. A plan must be in place to disseminate the knowledge to others.
- Bringing an individual to the Municipality to coach/train athletes, performers, artists, coaches or instructors to upgrade skills beyond what is available locally.
- Late or incomplete applications will not be processed.

Ineligible Expenses

- Costs associated with regular year-round training or instruction or an activity that is common practice for the sport, cultural activity or art; including league play, registration fees, or equipment.
- Competitions (see Travel and Accommodation Grant Stream or Community Impact Grant).
- Capital and general operating expenses.
- Expenses related to fundraising activities.
- Costs funded under other Municipal grant programs.
- Education and Tuition (e.g., university, college, academy, etc.).
- Purchase of items for resale.
- Per diem expenses.
- Activities deemed by the Municipality as ineligible on a case-by-case basis.

Games Legacy GRANT

TRAVEL AND ACCOMMODATION

Applicant Eligibility

To qualify an applicant must be:

- A resident of the Regional Municipality of Wood Buffalo for a minimum of one year;
- A registered non-profit organization or society that has operated in the Municipal boundary of at least one year prior to applying; or
- A team or group with all members residing within the geographic boundaries of the Municipality; and
- In compliance with previous reporting requirements (if previously received a Games Legacy Grant).

Eligibility Guidelines

- Competitions at a Provincial, National, or International level which are sanctioned by a recognized governing body, and which the applicant has qualified for through a Regional, Provincial, Western Canada, or National event.
- North American Indigenous Games and/or Arctic Winter Games, where the applicant has qualified to compete.
- Funds may only be used for travel (e.g., bus tickets, air fare, etc.) and/or accommodations (e.g., hotel, Air BNB, etc.). Expenses must be directly incurred by the athlete, performer, artist, team/group or coach/instructor.
- In the event of an individual minor applicant, travel expenses directly incurred by one parent or guardian may be considered an eligible expense if the minor's expenses do not exceed the grant maximum.
- In the event that three or more individual application are received from members of the same team, the total maximum amount awarded will not exceed the team/group amount (\$3,000). The amount awarded will be divided among the applicants.
- Applicants shall not be eligible until after qualifying for the Provincial/National/International competition or North American Indigenous Games/Arctic Winter Games.

- Applicants must submit a reference letter from their governing sport/culture organization confirming their qualification to represent at the Provincial, National or International level. The reference letter is used to establish the applicant's eligibility for the Games Legacy Grant.
- Letters must:
 - include contact details;
 - be signed;
 - be dated within 30 days of application;
 - received by application deadline; and
 - not come from immediate family members.
- The actual amount of the grant awarded is subject to availability of funds.

Late or incomplete applications will not be processed.

Ineligible Expenses

- Costs associated with regular year-round training or instruction or an activity that is common practice for the sport, cultural activity or art; including league play, registration fees, or equipment.
- Any expenses other than travel or accommodations.
- Per diem expenses.
- Activities deemed by the Municipality as ineligible on a case-by-case basis.

Games Legacy GRANT

DEFINITIONS

Adult – Defined as anyone 18 years or older.

Amateur – A person who takes part in a sport or engages in some form of art primarily for pleasure and not for financial gain.

Applicant – Any group, club, individual, or organization incorporated as a non-profit society registered under the Societies Act, or registered charity.

Arts – Arts include but are not restricted to: painting, drawing, sculpture, music, literature, drama, dance, quilting, weaving, pottery, photography, and stained glass.

Call for Applications – A public notice announcing that grant funding is available, and allows groups, clubs, individuals or organizations to present applications on how the funding could be used within the set guidelines.

Council – Mayor and Councillors of the Regional Municipality of Wood Buffalo.

Grant – Transfer of monies from the Municipality to an applicant, group or organization for a project that meets the specific grant program requirements.

Grant Programs – Funding programs created to directly administer grants to applicants under specific guidelines (i.e., Community Impact Grant, Games Legacy Fund, Community Plan on Homelessness Funding).

Minor – Defined as anyone under the age of 18.

Municipality – The Regional Municipality of Wood Buffalo

Municipal Boundary – The geographic area of the Municipality and shall include any lands comprising of First Nation Reserve or Metis settlement located within the Municipality's external boundaries.

Short Term – Generally a duration of no more than two (2) weeks.

Societies Act – A society may be incorporated under this Act to promote any benevolent, philanthropic, patriotic, religious, charitable, artistic, literary, educational, social, professional, recreational, sporting or any other useful object, but not for the purpose of carrying on any trade or business.

Sport – Includes traditional athletic activities as well as recreational activities.

Recipient – Successful grant applicant who receives funding from the Municipality.

Term – the effective date and duration of the agreement.