

## CYPRESS COUNTY POLICY

<b>TITLE:</b>	<i>Athlete Development</i>	<b>POLICY NO.:</b>	<i>REC 1</i>
<b>AUTHORITY:</b>	<i>Recreation Board</i>	<b>DATE:</b>	<i>April 11, 1995</i>
<b>REVISED:</b>	<i>Recreation Board</i>	<b>DATE:</b>	<i>May 11, 2009</i>
	<i>Resolution No. 2013/190</i>		<i>June 18, 2013</i>

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### **POLICY STATEMENT**

Cypress County recognizes the valuable contribution made to the community by those individuals or teams who attain provincial, national and international recognition.

### **PURPOSE**

1. To recognize and acknowledge the effort necessary to attain excellence.
2. Encourage the positive use of leisure time for the betterment of the community.
3. Promote Cypress County and the communities therein.
4. Provide assistance to individuals or teams who attain provincial, national and international recognition.

### **DEFINITIONS**

Competition - an activity that gathers the representatives of the provinces, territories or regions in Canada, or various countries worldwide for the healthy, worthwhile, and amateur contest of skills.

Amateur - not for profit participation for the pure joy and celebration of the activity.

Provincial Competition - a province wide event sanctioned by a recognized provincial governing body that invites participation by representatives from zones, regions or other territorially designated sections of the province. Smaller region or zone events are not included in this policy.

National Competition - an event sanctioned by a recognized national governing body that invites participation by representatives from the provinces, territories or designated regions of Canada (this may include a Western Canadian competition).

International Competition - an event sanctioned by a recognized international governing body that invites participation by representatives from various countries worldwide.

## **RESPONSIBILITIES**

1. Promote the policy to assure public awareness.
2. Provide applications to interested parties.
3. Review applications and determine amount of financial assistance to successful applicants.
4. Follow up with all applicants as to their success and failure of their application and provide rationale for same.

## **PROCEDURES - COMPETITIONS**

1. Support may be granted to teams or individuals who have achieved representative status at provincial, national or international competition in the following categories:
  - a) sports
  - b) the arts
  - c) scholastics
2. Support may be granted to teams or organizations who are hosting a provincial, national or international competition in the following categories:
  - a) sports
  - b) the arts
  - c) scholastics
3. The criteria for receiving support are as follows:
  - a) the competitions as well as the participants must be of amateur status,
  - b) any support provided must be applied directly to activities specific to the competition, e.g. travel, accommodations, advertising,
  - c) applicants must provide a brief financial statement of projected expenses and revenues or a final financial accounting statement,
  - d) where possible the use of local businesses for the supply of goods and services related to the competition is encouraged,
  - e) support may be provided to teams or individuals,
  - f) consideration will be given to location and duration of the competition, the number of people involved and any special needs,
  - g) for provincial competition, financial support will be restricted to a maximum of \$200.00 for an individual and \$500.00 for a team, for attending a competition, and \$500.00 for hosting a competition,
  - h) for national or international competitions, financial support will be restricted to a maximum of \$500.00 for an individual and \$1000.00 for a team, for attending a competition, and a maximum of \$5,000.00 for hosting a competition,
  - i) written authority from the specific provincial or national body sanctioning participation must be provided.
  - j) a team must be affiliated with a County School or have at least 25% County resident membership.

## **PROCEDURES - GENERAL**

1. Early application will be encouraged.
2. If funding is advanced for any competition that does not occur, or the individual, or team does not attend, then under normal circumstances the money must be refunded. Where possible, funds will be allocated after the competition has occurred.
3. Cypress County reserves the right to limit or refuse assistance to any applicant.
4. In lieu of or in addition to financial support, the County may choose to offer assistance in the form of technical expertise, facility usage, equipment usage or other available in-kind service.
5. Financial contributions to any competition or special event in no way obligates the County to participate in the competition or special event beyond the terms set out in this policy.
6. Cypress County assumes no responsibility, legal or otherwise for any competition or special event, unless specifically outlined under separate agreement.

**ATHLETE DEVELOPMENT APPLICATION FOR ASSISTANCE**

APPLICATION FOR: ATTENDING a Competition \_\_\_\_ HOSTING a Competition \_\_\_\_

DATE OF APPLICATION: \_\_\_\_\_

NAME OF COMPETITION: \_\_\_\_\_

NAME OF TEAM/INDIVIDUAL: \_\_\_\_\_

Contact name for team if applicable: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_

TELEPHONE: (Bus or Cell) \_\_\_\_\_ (Res) \_\_\_\_\_ (Fax) \_\_\_\_\_

NATURE OF THE COMPETITION (Detail activity and location)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NUMBER INVOLVED WITH YOUR TEAM FOR THIS COMPETITION \_\_\_\_\_

PLEASE LIST THE NAME(S) OF THE PROVINCIAL, NATIONAL AND/OR INTERNATIONAL GOVERNING BODY THAT IS SANCTIONING THIS COMPETITION

\_\_\_\_\_  
\_\_\_\_\_

**FOR COMPETITIONS:**

You may be required to provide written confirmation from the organization, agency or association that you or your organization has qualified and/or is authorized to represent your region, province or country OR is authorized to host the above noted competition. Please attach a copy to this application or indicate that a written confirmation is forthcoming.

ATTACHED \_\_\_\_\_

FORTHCOMING \_\_\_\_\_

AMOUNT OF REQUEST: \_\_\_\_\_

**NOTE:** A budget form has been provided on the reverse side of this page. You are required to complete it or provide a detailed copy of your own financial statement.

INDIVIDUAL'S / GROUPS SIGNATURE

\_\_\_\_\_

**PROJECTED EXPENSES AND REVENUES**

**EXPENSES**

<b>Travel Costs</b>	_____
<b>Accommodation</b>	_____
<b>Meals</b>	_____
<b>Fees (entry/hosting)</b>	_____
<b>Equipment Costs</b>	_____
<b>Facility Costs</b>	_____
<b>Other (list)</b>	_____
_____	_____
_____	_____
_____	_____
_____	_____

**TOTAL EXPENSES** \_\_\_\_\_

**REVENUES**

<b>Fees</b>	_____
<b>Fundraising</b>	_____
<b>Grants</b>	_____
<b>Other (list)</b>	_____
_____	_____
_____	_____
_____	_____
_____	_____

**TOTAL REVENUES** \_\_\_\_\_

**SURPLUS / (DEFICIT)** \_\_\_\_\_