

Town of Bonnyville

POLICY TITLE: Sporting Event Attendance Funding Policy		
NEW POLICY NO. 24-FN-099		
ORIGIN/AUTHORITY: Town of Bonnyville Finance Department	ADOPTED BY: Town of Bonnyville – Council August 27, 2024	EFFECTIVE DATE: January 1, 2025
REVISION DATE:		

Policy Statement:

The Town of Bonnyville believes in supporting local sports teams and athletes who have qualified for provincial, national, or international competitions. To this end, the Town will offer funding to qualifying individuals or organizations to assist with the cost of attending these events outside of the Town of Bonnyville. 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:

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

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

Principles:

- Annually, Council 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 (18 and under), senior (over 65), or special needs competitions.
 2. Organizations requesting funding must be based in the Town of Bonnyville.
 3. Individuals requesting funding must have their primary residence in the Town of Bonnyville.
 4. Individual requests will only be considered if the Organization as a whole is not considered for funding.
 5. Requests must be for athletic or sporting events that are provincial, national or international in scope, and must take place outside of the Town of Bonnyville.
 6. Requests for competitions within the Town of Bonnyville, 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.

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9. Individuals and Teams may only receive funding once per calendar year.
10. Administration may approve funding for requests which meet the eligibility criteria above for the following amounts:

Sports Event Type	Individual Requests	Organization Requests
Provincial Level Competition	\$200	\$200 per team/squad, up to \$1,000
National Level Competition	\$400	\$400 per team/squad, up to \$1,500
International Level Competition	\$600	\$600 per team/squad, 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 the Town of Bonnyville (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 Town is obligated to provide. Council reserves the right in 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.

Procedures:

General

1. Funding requests must be submitted using the established application form.
2. Funding requests will be administered through the Corporate Services Department.
3. Funding is intended for the following expenses:
 - a. Hotel and accommodations costs.
 - b. Travel expenses (gas, buses, etc.); and
 - c. Food and meals
4. A final report is not normally required.

Requests from Organizations

5. It is expected that approved funding be distributed fairly among players. The organization will be responsible for doing so.
6. Teams requesting funding must do so through the Town of Bonnyville based

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Organization with which they are affiliated.

7. Requests must be endorsed by an authorized representative of the Organization.
8. Requests will not be eligible if they are made at the “team level.” All requests must come from the Organization.
9. The cheque will be payable to the Organization which represents that team.

Requests from Individuals

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

Approved by:	Date Signed:
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