

Description

The purpose of this fund is to support and encourage the hosting of local Sport Events in the community. Sport Tourism is widely recognized to have significant direct and indirect economic, social, and health benefits on the community.

Sport Hosting Grant applications will be considered twice a year as funds allow. The deadline for receipt of Sport Hosting applications is the first business day after January 1st and July 1st of each year. Applicants will be notified following the Committee's decision. The Committee's decision will be final; grants could be conditional. Applicants are advised that if successful here, their request will not be considered under any other grant process administered by the City.

Criteria & Guidelines

- Funding may be used for operating expenses such as facility rentals, marketing, communications, transportation, security, accommodations and officials.
- Preference will be given to event venue and accommodations located in the City of Grande Prairie.
- The host organization should be involved in the community year round.
- No single grant shall exceed \$5,000.
- No single sport shall receive more than 20% of the annual budget for the grant.
- Large-Scale Sport Events will be eligible for up to \$5,000.
- Small-Scale Sport Events will be eligible for up to \$1,000.
- All funding received must be used for the sole purpose identified in the application.
- A Sport Tourism Economic Assessment Model (STEAM) report is required to be submitted with all Sport Hosting Grant applications. To obtain a STEAM report please contact Grande Prairie Regional Sport Connection at info@gpsportconnect.ca
- The determination of successful applicants will be based on the Committee's evaluation of the value of the event, the economic, social, and health benefit to the community, and its ability to attract visitors to the area.
- Preference will be given to those applicants who work in partnership with other groups/ organizations to organize the event.
- The event must be publicized locally and/or regionally.
- Incomplete applications will not be considered.
- Funding recipients shall at all times comply with all Environmental, Health and/or Safety requirements of law. The recipient agrees that in keeping with the City's commitment to a healthy environment, they are subject to the responsibilities outlined in City Policy 215 "*Environmental Responsibilities*".
- The City of Grande Prairie must be listed as additionally insured for all events taking place in City of Grande Prairie facilities.
- A Statement of Accountability form is required to be filled out for awards of \$5,000.00 within ninety (90) days of the completion of the event. Unexpended funds must be returned to the fund for redistribution by that deadline. This report is to include a financial report showing overall actual expenditures and disposition of the grant along with an evaluation of the program in relation to its original objectives. Please note that failure to provide accountability information may jeopardize the opportunity for any further funding.
cityofgp.com/city-services/permits-licenses-forms/community-recreation-sports-development/arts-development-0

Eligible Events

- **Large-Scale Sport Event:** recognized Provincial, Western Canada, National, or International Events.
- **Small-Scale Sport Events:** 35% of teams or participants from a proximity of 100km or greater from Grande Prairie.
- Provincial, Western Canada, National, or International Sporting Events.
- Events must be hosted by registered non-profit organizations.
- Must take place over a minimum of two days.
- Funding for playoffs, league games, or event bids are not eligible.
- Grants cannot be used for the internal operations of a non-profit organization.
- Funding for recreational activities (i.e., weekend of golf) are not eligible.

Submission Information

Complete applications may be submitted electronically to grants@cityofgp.com. For questions or more information, phone **780-538-0453**, or email grants@cityofgp.com.

FOIP Act Policy

This personal information is being collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act (FOIP Act), and will be used to administer the applications brought forward for consideration for funding from the City of Grande Prairie. Your personal information is protected by the privacy provisions of the FOIP Act. Please forward any questions or concerns to the FOIP Coordinator at 10205 - 98 Street, Grande Prairie, AB T8V 2E7, grants@cityofgp.com.

Clear Form

Print Form

Applicant Information

Organization

Primary Contact

Mailing Address

City

Province

Postal Code

Organization's Phone

Contact's Phone

Contact's Email

Application Date

Name of Event

Dates of Event

Application Questions

1. Amount of event funding being requested:
 Small-Scale Sport Events = up to \$1,000 Large-Scale Sport Events = up to \$5,000

2. Has this group received any municipal funding previously? Yes No

3. If so, when did you receive the funding and for what purpose?

4. How many years has your organization been in operation?

5. Please list any organizations your group may be partnering with for this event:

6. Is this a new or existing event? New Existing

7. If this is an existing event, how many years has it been in existence?

Clear Form

Print Form

8. Please include approximately how many participants, spectators and volunteers will be involved.

9. Is this event open to the public?

Yes

No

10. Briefly describe the objectives of the event:

11. Please describe how your event will be publicized:

12. Please describe how this event will enhance or benefit your sport:

13. What types of activities will be taking place?

14. Do you feel this event will attract visitors to the community?

Clear Form

Print Form

Applicant Checklist

Step 1 Completed Application Form

Please include the following as electronic attachments and email to grants@cityofgp.com

Step 2 Detailed budget for the event, be sure to identify all sources of funding Proof of Non-profit Status

Event schedule with timelines and location Proof of Insurance

The applicant will provide proof of 2-million in liability insurance with the City of Grande Prairie listed as additionally insured. Additional insurance may be required.

Disclosure

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The use of the your / your child's name, photos, videos and comments in the City of Grande Prairie newsletter, website pages, social media, and other media publications. Yes No

The use of your / your child's name and / or photograph collected for the purpose of recognizing grants, bursaries, awards or prizes your child may be eligible for. Yes No

I understand that I can withdraw/revoke my consent to the uses listed above at any time, in writing, to the Sports Development, Wellness and Culture department at grants@cityofgp.com.

Under 18 Parental Consent

I _____ (parent name) agree to the collection of personal information for _____ (child's name) and that the information collected may be used for the items I have agreed to above.

Over 18 Applicant Consent

I _____ (applicant name) agree to the collection of personal information and that the information collected may be used for the items I have agreed to above.

Applicant's Signature

Signature	Date
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For Office Use Only

Signature	Date Received
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