



PROUD HOST OF THE
2016 BC SUMMER GAMES
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Part B

Criteria for Abbotsford 2016 BC Summer Games Society Legacy Fund Applications

Consideration will be given to all eligible non-profit sport, recreational, and cultural organizations and/or governing bodies, domiciled and operating within the city of Abbotsford.

Selection of initiatives will be based on the following criteria:

1. Scope and Impact of Proposed Initiatives:

The Legacy Committee will consider initiatives brought forward by committee members that best meet the broad criteria contained herein:

- 1.1 The Legacy Committee will consider committing the legacy funds to:
 - a limited number of special capital projects related to sport, recreation or culture;
 - a sustainable fund dedicated to sport in the community created at a local foundation;
 - projects requesting a minimum of \$30,000.
- 1.2 The Legacy Committee will consider projects based on their higher visibility and broad impact within and across the community.
- 1.3 Wherever possible the Legacy Committee will consider investing in projects being planned or projects in development where combining funds and cost sharing will enhance the scope of the project.
- 1.4 Wherever possible, the project(s) will give permanence to the legacy of the Abbotsford 2016 BC Summer Games in the community.

2. Sport, Recreation and Culture

For the purposes of this Legacy fund policy and the distribution of the Abbotsford 2016 BC Summer Games Society legacy funds, 'non-profit sport, recreational and cultural organizations' shall include:

- 2.1 Recognized **Provincial Sport Organizations** (PSO) - Organizations that receive Block Contribution and/or Athlete Assistance and/or Team BC funding from the Ministry Responsible for Sport, <http://sportbc.com/membership-list-2/>. Organizations that are not a recognized provincial sport organization (as defined above) but have full-medal status in one of the following: Canada Games; Olympic or Paralympic Games; Pan American Games; Commonwealth Games.
 - 2.1.1 **Athlete Development:** The project should make reference to the PSO athlete development model, and what stage of the model at which the project is aimed.

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- 2.1.2 **Multi-sport Projects:** Multi-sport projects have greater impact on the community. Projects in sports for children with high relevance to later development in other sports, such as soccer and gymnastics, might be considered as having multi-sport impact.
- 2.1.3 **Equitable, in race, gender, and disability:** A project that addresses a group under-represented in sport, (includes persons with a mental or physical disability, women and girls, and aboriginal peoples) may have significant impact on both community well-being, and on potential performance.
- 2.2. Local non-profit organizations that promote recreational activities for children within the age range of BC Games participants.
- 2.3. Local non-profit organizations that promote cultural activities within the community. There would be an emphasis on cultural programming with a focus on children and their cultural literacy.

3. **Completion in one year:**

Generally, activities for which legacy funds were granted must be substantially completed within one year, to the satisfaction of the City of Abbotsford Parks, Recreation, and Culture Commission. In cases where the legacy fund is placed with a community foundation or a project in development this would not apply.

4. **Overhead**

Grants will not be considered for travel, clothing/uniforms, debt retirement, salaries or other operational expenses other than those which would be incurred by the needs of the approved project. Must be approved as part of the project budget.

5. **Changes to Criteria**

The Abbotsford Legacy Committee with approval of the Board of Directors of the Abbotsford 2016 BC Summer Games Society retains the right to make additions to these criteria that are consistent with the criteria in the Application for Financial Assistance, as deemed appropriate for the interests of the community.



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Part C
Application Form
Abbotsford 2016 BC Summer Games Society Legacy Fund

**Applications must address the criteria listed elsewhere in the application package Part B.
Use additional pages as needed. Completed applications are to be forwarded to Stan Petersen, Chair
Legacy Fund Committee.**

Name of Organization:

Name of Contact:

Mailing Address:

Postal Code:

Phone number:

Briefly describe your Organization: (objectives, programs, history, current leadership, involvement with these Games, number of volunteers, number of Abbotsford residents served, etc.):

Abbotsford 2016 Legacy Fund Application Summary

(use additional paper as needed)

Amount Requested:

Project Title:

Part 1. Brief description of the proposed project or initiative and where it will be located in the community if applicable.

Part 2. Scope and Impact:

2.1. Impact: Provide a specific description of breadth of the project and the benefits to the community. *(Include those who will benefit from the project. Refer to the criteria in Part B specifically 1.1 and 1.2.)*

2.2. Scope: Please describe how the project addresses any of the criteria related to 2.1.1 Athlete development, 2.1.2 Multi-sport or 2.1.3 Equity.

Part 3. Project Budget: Provide an itemized budget on the next page of this application. *(Preference will be given to projects where other sources of funding exist, particularly sources requiring effort on the part of the membership)*

3.1 Funding History: Has your organization previously received a grant from the City of Abbotsford or any other source such as Provincial Gaming? When, how much, and the purpose of the grant?

3.2 Games History: Describe and list any funds, equipment or facility improvements that your group has previously received from any source or from prior Games.

Part 4. Establishing the 2016 Games Legacy.

Describe how the project can help establish the legacy of the 2016 Summer Games in the community. How will it create visibility and how will it remind community of the Games' legacy?

Part 5. Completion Date: Provide time schedule of project or timing restrictions. *(The project should be complete within one year. If a greater time period is required, state why.)*

Other information or comments to help complete this request:

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2016 Legacy Fund Budget Sheet

Project Title:

Organization:

A. Estimate of Costs:

Cost Estimate

| | |
|-----------------------|----|
| Labour | \$ |
| Equipment | \$ |
| Materials or Supplies | \$ |
| Other | \$ |
| Total Costs: | \$ |

B. Estimate of other Revenue for this Project/Program:

Cost Estimate

| | |
|---|----|
| Cash on hand | \$ |
| Fundraising Activities | \$ |
| Grants from other sources (non-government) | \$ |
| Grants from Government Agencies (Gaming, etc) | \$ |
| Donations in kind | \$ |
| Other (describe) | \$ |
| Total Revenue: | \$ |

C: Shortfall

| | |
|--|----|
| Amount of Legacy being requested: *\$30,000 is the suggested minimum request. | \$ |
|--|----|

Name (please Print)

Signature

Phone:

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CONDITIONS:

1. In the event that the funds are not used for the project or programs as described in the application, or if there are misrepresentations in the application, the full amount of the financial assistance shall be repaid forthwith to the City of Abbotsford.
2. If there are any changes in the funding from the project from that contemplated in the application, the City of Abbotsford through the Parks, Recreation, and Culture Commission must be notified of such changes.
3. The Organization will keep proper books of accounts of all receipts and expenditures relating to the project or program.
4. The Organization will make available for inspection by the City of Abbotsford or its auditors all records and books of accounts of the Organization upon request from the City of Abbotsford. An audited statement may be required.
5. If the project or program proposed in the Organizations' application is not commenced, or not completed within a reasonable time, and there remain unexpended municipal funds; or the project or program is completed without requiring the full expenditure of the municipal funds; such funds will be returned to the City of Abbotsford Sport, Recreation, and Culture Commission.
6. The project or program may not be represented as a municipal project or program, and the Organization does not have the authority to hold itself out as an agency of the City of Abbotsford in any way, the only relationship being that the City of Abbotsford has approved and granted financial assistance to the Organization.
7. Should a grant be received, a financial statement summarizing the use of these funds and a notification letter indicating a grant allocation, is to be completed and returned by December 31, 2017, or upon completion of the project.

We certify that to the best of our knowledge the information provided in this grant request is accurate and complete and is endorsed by the organization which we represent. If our organization receives a grant we agree to the conditions set out above and to any other conditions approved by the Abbotsford 2016 BC Summer Games Society.

Signed:

Name:

Title:

V.Final.