

AMATEUR SPORT LEAGUE FUND

APPLICATION CRITERIA AND GUIDELINES

Applications must be received by **11:59 p.m. PST on Wednesday, June 23, 2021.**

Applications submitted after this will not be reviewed.

BACKGROUND

The Amateur Sport League Fund was developed to provide one-time financial relief for B.C. based and B.C. owned amateur sports leagues and teams to assist with the financial impacts caused by the COVID-19 pandemic. The fund was established by the Province of British Columbia and is administered by viaSport British Columbia. viaSport is an independent sport agency funded by the Ministry of Tourism, Arts, Culture and Sport to support the amateur sport system in the province.

PURPOSE

The goal of this fund is to provide a one-time grant of relief funding to B.C.-based and/or B.C. owned non-profit and for-profit amateur leagues and teams that compete at the provincial, national or international level, do not compensate athletes as employees, and can demonstrate at least 30 percent loss in revenue since March of 2020 due to the impacts of COVID-19.

The intent of this fund is to help ensure that B.C.'s leagues and their teams remain viable for when sport returns to our communities. viaSport and the Province of British Columbia recognize the significant economic and community value of these organizations, their staff, volunteers, athletes and fans.

Grant amounts will be determined based on the volume of eligible applicants and their demonstrated financial need.

HOW THE GRANT WORKS

Relief funding will be available to non-profit and for-profit organizations that meet ALL of the applicable eligibility criteria, which is outlined in **Appendix A**. Applicants will be asked to provide financial data related to their operations, and are unable to apply on behalf of others. For example, a league may only apply for relief funding based on their own financial needs, and teams within the league are required to apply separately.

Applicants must apply to **ONLY** one of the following streams (*bold terms are defined in **Appendix A***):

- **Stream 1:** Organizations which are directly responsible for sanctioning or overseeing the operation of one or more **Sport League(s) or Competition Series**

- **Stream 2:** Organizations which are directly responsible for the operations of one or more **Sport Teams**

HOW TO APPLY

Organizations should first review the Eligibility Criteria listed in Appendix A and complete the [Eligibility Checklist](#). Eligible applicants are then encouraged to download and review the following supporting documents:

- [Frequently Asked Questions](#)
- [Application Questions](#)
- [Certification of B.C. Ownership](#) (for-profit organizations only)
- [Sport League](#), [Competition Series](#) or [Sport Team](#) template

Although you will be able to save and return to your application, it is suggested that you also have the following information on hand before you begin:

- BC registered incorporation number (society or company), Charitable Registration Number, or federal business number
- Date of Incorporation/Registration
- Most recent two years of audited or reviewed financial statements (i.e. Fiscal Years Ending 2019 and 2020)
- Year-to-date financial statements and trial balance to March 31, 2021

AVAILABLE FUNDING

Grants are subject to an organization meeting ALL of the applicable eligibility criteria and completing the online application.

This funding is intended as relief funding. Funding amounts will be determined based on demonstrated financial need and the number of eligible applicants. In any case, funding shall not exceed \$400,000 for any grant recipient.

USE OF FUNDS

Funding is intended to help sustain amateur sport league, series and/or team operations.

Eligible expenses include those associated with:

- Essential licenses, fees and dues, IT costs
- Salaries, wages and benefits*
- Professional fees (accounting, bookkeeping)
- Rent, mortgage, storage costs or utilities*
- Insurance

- Development of COVID safety or Return to Sport Plans
- COVID-19-related supplies (cleaning supplies, signage, PPE)

The following are NOT eligible expenses and grant funds may not be used to pay for these expenses:

- Professional development activities created and delivered on a one-to-one basis including coach training
- Costs related to attending professional development activities (including travel costs)
- Marketing or communication costs
- Feasibility and market study costs
- Travel
- Hospitality

***IMPORTANT NOTE – Grant funds CANNOT be used to cover expenditures already supported by other government COVID-19 emergency measures including, but not limited to, the Canada Emergency Response Benefit (CERB), the Canada Emergency Wage Subsidy (CEWS), the Canada Emergency Business Account (CEBA), and the Canada Emergency Commercial Rent Assistance (CECRA) for small businesses.**

TERMS AND CONDITIONS

- When acknowledging this funding, in any public communication or materials, your organization must expressly recognize the support from the Province of British Columbia. Formats and guidelines for logo use and acknowledgement of funding will be provided to successful applicants.
- Only one application per organization will be accepted.
- Recipients are required to submit a final report detailing the impact and use of grant funds. An online report form template will be sent to successful applicants at the time of their funding notification.
- An organization will need to return the funding if:
 - Any of the information it submits is untrue
 - It uses the grant funds for purposes that are not eligible expenses (see above)

NEED HELP?

If you wish to discuss your application or eligibility prior to applying, you may contact us via email at ASLF@viaSport.ca. Due to the anticipated high number of applicants, please submit questions via email only and allow 72-hours for a viaSport staff member to respond. To ensure a transparent and unbiased process, staff are unable to discuss applications over the phone or via their staff email account.

FUTURE GRANT OPPORTUNITIES

To stay informed about upcoming grant opportunities and the latest sport and physical activity news in the province:

- Sign up for our [monthly newsletter](#)

- Follow us on [Facebook](#), [Twitter](#), [Instagram](#) and [LinkedIn](#)

To learn more about how we are transforming and scaling the impact of sport in our province, visit [viaSport.ca](https://viasport.ca).

APPENDIX A: ELIGIBILITY CRITERIA

ALL APPLICANTS must meet the following **eligibility** criteria:

- Your organization's sole or primary operations are located and conducted in B.C., meaning
 - Your organization is incorporated/registered in B.C.
 - Your organization has a unique business, society or charity number
 - For-profit organizations must also:
 - Have the majority (51%) of all shares or other ownership interests in their business owned by one or more B.C. residents
 - Currently pay taxes in B.C.
- Your organization does not compensate athletes as registered employees, nor are athletes entitled to receive compensation under provincial or federal employment legislation
- Your organization has experienced at least a 30% loss in revenue due to the impacts of COVID-19, not taking into account any provincial or federal COVID-19 relief funding
- Your organization is not:
 - a school sport, or post-secondary league or team, OR
 - an ESport league or team

Applicants in STREAM 1: Sport League(s) or Competition Series must also meet ALL of the following, additional criteria:

Your organization is directly responsible for sanctioning or overseeing the operation of one or more Sport League(s) or Competition Series, defined as follows:

- **A Sport League** consists of regularly scheduled competition* at one of the following levels of play:
 - International: Competing teams from two or more countries, AND at least three jurisdictions (e.g. States or Provinces)
 - National: Competing teams from two or more provinces or territories, one of which MUST not share a border with B.C.
 - Provincial: Competing teams from four or more B.C. Games Zones**

* This funding is not intended to support event hosting. Applying organizations must be directly responsible for sanctioning or overseeing league play or a competition series in its entirety. Organizations which lead one-off competitive events (e.g., tournaments, championships) are ineligible for this funding.

** **Level of Play Exemption:** Sport Leagues competing at the **provincial level** must first determine if the teams in their League meet the B.C. Games zone requirements (teams located in four or more B.C. Games Zones). If not, they are eligible to apply if they meet ONE of the following conditions for exemption:

1. **Rural/Remote:** In recognition of travel required in rural and remote B.C. communities, provincial level Sport Leagues operating out of Zone 1 (Kootenays), Zone 2 (Thompson-Okanagan), Zone 6 (Vancouver Island), Zone 7 (North West) or Zone 8 (Cariboo North East) are eligible if they have competing teams from three or

more B.C. Games Zones. Applicants will be required to upload a list of teams and their postal codes to verify this exemption.

2. **Competing Athletes:** Provincial level leagues are eligible if competing athletes travel or have relocated from their home B.C. Games Zone to another B.C. Games Zone for the **sole purpose** of competing for a team (e.g. an athlete relocates from Zone 1 – Kootenays to Zone 5 -Vancouver Coastal for the sole purpose of competing on a Zone 5 team). Applicants will be required to complete and upload a [Sport League Template](#) which includes a list of athletes, and their home and team B.C. Games Zones to verify this exemption.

- **A Competition Series** consists of four or more annual competitions in B.C.*, where
 - Series competition culminates in a provincial, national or international championship, AND
 - Competition occurs at one of the following levels of play:
 - International: Each competition in the series has competing teams or athletes from two or more countries, AND at least three jurisdictions (e.g. states or provinces)
 - National: Each competition in the series has competing teams or athletes from two or more provinces or territories, one of which MUST not share a border with BC
 - Provincial: Each competition in the series has competing teams or athletes from four or more B.C. Games zones**

* This funding is not intended to support event hosting. Applying organizations must be directly responsible for sanctioning or overseeing league play or a competition series in their entirety. Organizations which lead one-off competitive events (e.g. tournaments, championships) are ineligible for this funding.

** **Level of Play Exemption:** Competition Series at the **provincial level** must first determine their series meets the B.C. Games zone requirements (i.e. at each competition in the series, competing teams or athletes are from four or more B.C. Games Zones). If not, they are eligible to apply if they meet the following condition for exemption:

1. **Rural/Remote:** In recognition of travel required in rural and remote B.C. communities, Series competitions held in Zone 1 (Kootenays), Zone 2 (Thompson-Okanagan), Zone 6 (Vancouver Island), Zone 7 (North West) or Zone 8 (Cariboo North East) require competing teams or athletes from three or more B.C. Games Zones. Applicants will be required to complete and upload a [Competition Series Template](#) which includes a list of competitions and participating teams or athletes.

Applicants in Stream 2: Sport Team(s) must also meet ALL of the following, additional criteria:

Your organization is directly responsible for the operations of one or more **Sport Team(s)**, whereby:

- A **Sport Team** must compete in a league which consists of regularly scheduled competition at one of the following levels of play:

- International: Sport League where teams compete across two or more countries, AND at least three jurisdictions (e.g. states or provinces)
- National: Sport League where teams compete across two or more Provinces or Territories, one of which must NOT share a border with BC

Provincial: Sport League where teams compete across four or more B.C. Games Zones*

* **Level of Play Exemption:** Sport Teams competing in Leagues at the **provincial level** must first determine if their League meets the B.C. Games zone requirements (i.e. teams from four or more B.C. Games Zones). If not, they are eligible to apply if they meet **ONE** of the following conditions for exemption:

1. **Rural/Remote:** In recognition of travel required in rural and remote B.C. communities, Sport Teams competing in provincial level Sport Leagues operating out of Zone 1 (Kootenays), Zone 2 (Thompson-Okanagan), Zone 6 (Vancouver Island), Zone 7 (North West) or Zone 8 (Cariboo North East) are eligible if the League has competing teams from three or more B.C. Games Zones. Applicants will be required to upload a list of teams in the League and their postal codes to verify this exemption.
2. **Competing Athletes:** Teams competing in provincial level Leagues are eligible if athletes travel or relocate from their home B.C. Games Zone to another B.C. Games Zone for the **sole purpose** of competing for a team (e.g. an athlete relocates from Zone 1 – Kootenays to Zone 5 -Vancouver Coastal for the sole purpose of competing on a Zone 5 team). Applicants will be required to complete and upload a [Sport Team Template](#) which includes a list of athletes, and their home and team B.C. Games Zones. Leagues may be contacted directly to ensure they meet these criteria.