

Local Sport Relief Fund Application v2

Instructions

Background

The Local Sport Relief Fund has been developed to provide one-time financial relief for non-profit, community level sport organizations, clubs and associations at risk of collapse or insolvency due to the impacts of COVID-19. The fund is supported by the Province of B.C. and administered through viaSport British Columbia.

Purpose

The goal of the funding is to support local sport organizations that have been significantly impacted by COVID-19. The Province of B.C. recognizes the importance of community-based sport organizations and has allocated this funding to help in their recovery.

Privacy

viaSport will not collect, use, or disclose personal information through this online platform (SurveyGizmo). Please do not provide any third-party personal information (i.e. talk about others) in your responses to the survey. The survey data is stored in a Canadian Data Centre operated by SurveyGizmo. For their privacy policy please see this link.

Application

If you have not yet done so, please download and review the Application Guidelines and Online Application in PDF form prior to beginning your online application. You cannot save your application and come back to it, so please ensure you have all of the required information ahead of time including:

- B.C. registered society or CRA charity number
- A Board-approved Return to Sport safety plan
- A copy of your last fiscal year end financial statements
- Supporting documentation to confirm your society/charity number (eg. Certificate of Good Standing; CRA Charity Registration Confirmation)

We have strived to make this application as simple as possible and anticipate that it should take no more than 60 minutes to complete.

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

Applications must be received by 11:59 p.m. PST on Friday, October 16, 2020.

Eligibility

Page description:

Please complete this short eligibility quiz to ensure that your organization is eligible for funding.

Page exit logic: Skip / Disqualify Logic

IF: #6 Question "Has your organization delivered sport programming for at least one year prior to March 2020?" is one of the following answers ("No") **THEN:** Redirect to: www.viasport.ca/local-sport-relief-ineligible

Page exit logic: Skip / Disqualify Logic

IF: #2 Question "Which of the following types of sport programming does your organization deliver?" is one of the following answers ("Provincial programs", "National programs") **THEN:** Redirect to: www.viasport.ca/local-sport-relief-ineligible

Page exit logic: Skip / Disqualify Logic

IF: #5 Question "Is your organization a non-profit?" is one of the following answers ("No") **THEN:** Redirect to: www.viasport.ca/local-sport-relief-ineligible

Page exit logic: Skip / Disqualify Logic

IF: #4 Question "Does your organization have its own B.C. Registered society or CRA charity number? " is one of the following answers ("No") **THEN:** Redirect to: www.viasport.ca/local-sport-relief-ineligible

Page exit logic: Skip / Disqualify Logic

IF: #3 Question "Is your organization a registered charity or society?" is one of the following answers ("No") **THEN:** Redirect to: www.viasport.ca/local-sport-relief-ineligible

Page exit logic: Skip / Disqualify Logic

IF: #1 Question "Is your organization based in British Columbia?" is one of the following answers ("No") **THEN:** Redirect to: www.viasport.ca/local-sport-relief-ineligible

1. Is your organization based in British Columbia? *

- Yes
- No

2. Which of the following types of sport programming does your organization deliver? *

- Community programs in one community only
- Community programs in multiple communities
- Provincial programs
- National programs

3. Is your organization a registered charity or society? *

- Yes
- No

4. Does your organization have its own B.C. Registered society or CRA charity number? *

- Yes
- No

5. Is your organization a non-profit? *

- Yes
- No

6. Has your organization delivered sport programming for at least one year prior to March 2020? *

- Yes
- No

Organization Details

7. What is the legal name of your organization? *

8. What is the address of your organization? *

Address 1

Address 2

City

Province

VALIDATION Max character count = 6 Min character count = 6

9. What is your organization's postal code?

(Do not include a space, e.g. V6C1T2) *

10. What is your organization's B.C. registered society or CRA charity number?

(e.g. S-0000000 OR 000000000RR0000)

Please note that this number must be associated to your organization directly (i.e. not borrowed from a partner), and for-profit organizations with an incorporation or business number are ineligible. *

VALIDATION Accepts 1 file. **Allowed types:** png, gif, jpg, jpeg, doc, docx, pdf, txt. Max file size: 25 MB

11. Please upload supporting documentation to confirm your society/charity number (e.g. Certificate of Good Standing; CRA Charity Registration Confirmation):

Restrictions:

Accepts 1 file

Allowed types: png,gif,jpg,jpeg,doc,docx,pdf,txt

Max file size: 25 MB *

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12. Please include the business contact information for your Board Chair (if applicable).

Name

Phone Number

Email Address

13. Please include the business contact information for your Finance Director or Treasurer (if applicable).

Name

Phone Number

Email Address

14. Who is the BEST person to contact about your application? Please provide their business contact information. *

Name

Phone Number

Email

[LOGIC](#) Show/hide trigger exists.

15. What sport does your organization deliver?

If your organization delivers more than one (1) sport, please select 'Multi-sport'

If you deliver multiple disciplines of the same sport (i.e. hockey, para/sledge hockey and ball hockey), please select only one (1) sport.

If you do not see your sport listed, please select 'Other'. *

Alpine Skiing
Archery
Athletics
Badminton
Ball or Inline Hockey
Baseball
Basketball or Wheelchair Basketball
Biathlon
Bobsleigh/Skeleton
Boccia
Bowling
Boxing
Broomball
Canoe Kayak or Canoe Sprint
Cheerleading
Cricket
Cross Country Skiing
Curling
Cycling
Darts
Disc Golf

Diving
Dragon Boating
Equestrian
Fencing or Wheelchair Fencing
Field Hockey
Figure Skating
Floorball
Football
Freestyle Skiing
Goalball
Golf
Gymnastics (artistic)
Gymnastics (Rhythmic)
Handball (individual)
Handball (team)
Hang Gliding/Paragliding
Hockey or Para Hockey
Inline Hockey
Jiu-Jitsu
Judo
Karate
Kickboxing
Lacrosse
Lawn Bowling
Luge
Mixed Martial Arts
Modern Pentathlon
Multi-sport
Netball
Orienteering
Pickleball
Power Lifting
Racquetball
Ringette
Rowing
Rugby or Wheelchair Rugby
Sailing
Ski Jumping / Nordic Combined
Snowboard
Soccer, Power Soccer, Futsal or Football 5-a-side
Softball
Speed Skating
Sport Climbing
Squash

Squash
Swimming
Synchronized Swimming
Table Tennis
Taekwondo
Target Sports or Shooting
Tennis or Wheelchair Tennis
Triathlon
Ultimate
Volleyball or Sitting Volleyball
Water Polo
Water Ski & Wakeboard
Weightlifting
Wheelchair Sports
Wrestling
Other

LOGIC Hidden unless: #15 Question "What sport does your organization deliver?"

If your organization delivers more than one (1) sport, please select 'Multi-sport'

If you deliver multiple disciplines of the same sport (i.e. hockey, para/sledge hockey and ball hockey), please select only one (1) sport.

If you do not see your sport listed, please select 'Other'." is one of the following answers ("Multi-sport", "Other")

16. Please enter the sport(s) you deliver. *

LOGICShow/hide trigger exists.

17. Is your organization a formal member and in good standing with a Provincial Sport Organization, Disability Sport Organization, or Governing Body?

For a full list of recognized or affiliated Provincial Sport and Disability Sports Organizations in B.C. please click here. *

- Yes
- No

LOGICShow/hide trigger exists. Hidden unless: #17 Question "Is your organization a formal member and in good standing with a Provincial Sport Organization, Disability Sport Organization, or Governing Body?

For a full list of recognized or affiliated Provincial Sport and Disability Sports Organizations in B.C. please click here." is one of the following answers ("Yes")

18. Which Provincial Sport Organization or Disability Sport Organization are you affiliated with? Provincial Sport and Disability Sport Organizations will verify your membership or association. If you are unsure, please check with this organization before selecting.

Please select from the following list or select 'Other' to add it in. *

- B.C. Squash Racquets Association
- Badminton B.C.
- Basketball BC
- BC Adaptive Snowsports
- BC Alpine Ski Association
- BC Amateur Baseball Association
- BC Bobsleigh & Skeleton Association
- BC Cheerleading Association
- BC Luge Association
- BC Ringette Association
- BC Rugby
- BC Snowboard Association
- BC Target Sports Association
- BC Wheelchair Basketball Society
- BC Wheelchair Sports

Bowling Proprietors' Association of BC
Bowls British Columbia
Boxing BC Association
British Columbia Rhythmic Sportive Gymnastics Federation
British Columbia Amateur Athletics Association
British Columbia Amateur Hockey Association
British Columbia Amateur Softball Association
British Columbia Amateur Synchronized Swimming Association
British Columbia Archery Association
British Columbia Blind Sports and Recreation Association
British Columbia Deaf Sports Federation
British Columbia Fencing Association
British Columbia Freestyle Ski Association
British Columbia Golf Association
British Columbia Lacrosse Association
British Columbia Modern Pentathlon Association
British Columbia Netball Association
British Columbia Provincial Football Association
British Columbia Sailing Association
British Columbia Soccer Association
British Columbia Speed Skating Association
British Columbia Table Tennis Association
British Columbia Ultimate Society
British Columbia Wrestling Association
Canadian Amateur Diving Association (BC Section)
Canoe Racing BC
Cross Country B.C.
Curl BC
Cycling British Columbia
Field Hockey BC
Gymnastics BC
Horse Council of British Columbia
Judo BC
Karate BC
Orienteering Association of British Columbia
Rowing British Columbia
Skate Canada - British Columbia & Yukon
Special Olympics British Columbia Society
Sport Climbing Association of British Columbia
SportAbility BC
Swim BC
Tennis British Columbia
The Biathlon Society of British Columbia
Triathlon British Columbia

Triathlon British Columbia
Volleyball BC
Water Polo West
Water Ski & Wakeboard British Columbia
WTF British Columbia Taekwondo Federation
Other

LOGIC Hidden unless: #18 Question "Which Provincial Sport Organization or Disability Sport Organization are you affiliated with? Provincial Sport and Disability Sport Organizations will verify your membership or association. If you are unsure, please check with this organization before selecting.

Please select from the following list or select 'Other' to add it in." is one of the following answers ("Other")

19. Which Provincial Sport Organization or Disability Sport Organization are you affiliated with?

Provincial Sport and Disability Sport Organizations will verify your membership or association. If you are unsure, please check with this organization before selecting. *

LOGIC Show/hide trigger exists.

20. Does your organization exist for the **sole purpose** of serving underrepresented populations? *

- Yes
- No

LOGIC Show/hide trigger exists. Hidden unless: #20 Question "Does your organization exist for the **sole purpose** of serving underrepresented populations?" is one of the following answers ("Yes")

21. Which of the following underrepresented populations do you serve? *

- Ethnic or Religious Minorities
- Girls & Women
- Indigenous Peoples
- LGBTQ+
- Low-Income Individuals
- Newcomers to Canada or Refugees
- Persons with Disabilities
- Other

LOGIC Hidden unless: #21 Question "Which of the following underrepresented populations do you serve?" is one of the following answers ("Other")

22. Which additional underrepresented populations do you serve? *

LOGIC Show/hide trigger exists.

23. Is your organization based in a rural or urban community?

An urban community is defined as having greater than or equal to a population of 25,000, while a rural community is defined as having a population of fewer than 25,000. *

- Rural (fewer than 25,000 people)
- Urban (greater than or equal to 25,000 people)

LOGIC Show/hide trigger exists. Hidden unless: #23 Question "Is your organization based in a rural or urban community?"

An urban community is defined as having greater than or equal to a population of 25,000, while a rural community is defined as having a population of fewer than 25,000." is one of the following answers ("Rural (fewer than 25,000 people)")

24. Is your organization located within 25 km of an urban community (population greater than or equal to 25,000)? *

- Yes
- No

LOGIC Hidden unless: #24 Question "Is your organization located within 25 km of an urban community (population greater than or equal to 25,000)?" is one of the following answers ("No")

25. What is the nearest community to your organization? *

Abbotsford
Alert Bay
Anmore
Armstrong
Ashcroft
Barriere
Belcarra
Bowen Island
Burnaby
Burns Lake



Cache Creek
Campbell River
Canal Flats
Castlegar
Central Saanich
Chase
Chetwynd
Chilliwack
Clearwater
Clinton
Coldstream
Colwood
Comox
Coquitlam
Courtenay
Cranbrook
Creston
Cumberland
Dawson Creek
Delta
Duncan
Elkford
Enderby
Esquimalt
Fernie
Fort St. James
Fort St. John
Fraser Lake
Fruitvale
Gibsons
Gold River
Golden
Grand Forks
Granisle
Greenwood
Harrison Hot Springs
Hazelton
Highlands
Hope
Houston
Hudson's Hope
Invermere
Kamloops
Kaslo

Kelowna
Kent
Keremeos
Kimberley
Kitimat
Ladysmith
Lake Country
Lake Cowichan
Langford
Langley, City of
Langley, District Municipality
Lantzville
Lillooet
Lions Bay
Logan Lake
Lumby
Lytton
Mackenzie
Maple Ridge
Masset
McBride
Merritt
Metchosin
Midway
Mission
Montrose
Nakusp
Nanaimo
Nelson
New Denver
New Hazelton
New Westminster
North Cowichan
North Saanich
North Vancouver, City of
North Vancouver, District Municipality
Northern Rockies Regional Municipality
Oak Bay
Oliver
One Hundred Mile House
Osoyoos
Parksville
Peachland

Pemberton
Penticton
Pitt Meadows
Port Alberni
Port Alice
Port Clements
Port Coquitlam
Port Edward
Port Hardy
Port McNeill
Port Moody
Pouce Coupe
Powell River
Prince George
Prince Rupert
Princeton
Qualicum Beach
Queen Charlotte
Quesnel
Radium Hot Springs
Revelstoke
Richmond
Rosland
Saanich
Salmo
Salmon Arm
Sayward
Sechelt District Municipality
Sechelt Ind Gov Dist (Part-Powell River)
Sechelt Ind Gov Dist (Part-Sunshine Coast)
Sicamous
Sidney
Silverton
Slocan
Smithers
Sooke
Spallumcheen
Sparwood
Squamish
Stewart
Summerland
Sun Peaks Mountain
Surrey
Tahsis

Taylor
Telkwa
Terrace
Tofino
Trail
Tumbler Ridge
Ucluelet
Valemount
Vancouver
Vanderhoof
Vernon
Victoria
View Royal
Warfield
Wells
West Kelowna
West Vancouver
Whistler
White Rock
Williams Lake
Zeballos

VALIDATION Must be numeric

26. How many paid full-time staff do you employ (30 hours per week or more. Do not include part time, temporary or contract staff)? *

VALIDATION Must be numeric

27. How many paid part-time staff do you employ (less than 30 hours per week, do not include temporary or contract staff)? *

VALIDATION Must be numeric

28. How many volunteer executive and administrative staff do you have?

Do **NOT** include event volunteers or volunteer coaches. *

VALIDATION Must be numeric

29. How many members and/or participants did your organization have in 2018? *

VALIDATION Must be numeric

30. How many members and/or participants did your organization have in 2019? *

VALIDATION Must be numeric

31. How many members and/or participants do you estimate that your organization will have in 2020? *

32. What is your organization's web address/website (please copy and paste link if applicable)?

Page description:

Eligible organizations are invited to apply for up to \$7,500 to help offset fixed and operating costs. Funding must support administration and operational needs for an eventual return to sport, and new sport programming or initiatives are ineligible.

Eligible expenses may include, but are not limited to, costs associated with:

- Day-to-day administrative costs (essential fees and dues, IT costs, office supplies)
- Salaries, wages or benefits*
- Professional fees (accounting, bookkeeping, legal)
- Rent, mortgage, storage costs or utilities*
- Insurance
- Equipment essential to providing sports programming
- COVID-19-related supplies (cleaning supplies, signage, PPE)

*Funds must **not** 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.

Other ineligible expenses include:

- 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)
- Feasibility and market study costs
- Travel
- Hospitality
- Taxes

VALIDATION Max = 7500 Must be currency

33. What is your organization's total funding request (up to \$7,500)? *

34. Please provide details on how the funding would be spent, using the following format:

\$1,000 – rent payment

\$500 – insurance premium *

35. Has your organization applied for funding for any of the following emergency funds?

(select all that apply)

- Canada Emergency Business Account (CEBA)
- Canada Emergency Commercial Rent Assistance (CECRA) for small businesses
- Canada Emergency Response Benefit (CERB)
- Canada Emergency Wage Subsidy (CEWS)

36. Has your organization received funding for any of the following emergency funds?

(select all that apply)

- Canada Emergency Business Account (CEBA)
- Canada Emergency Commercial Rent Assistance (CECRA) for small businesses
- Canada Emergency Response Benefit (CERB)
- Canada Emergency Wage Subsidy (CEWS)

VALIDATION Max word count = 250

37. In a short paragraph (maximum 250 words), please explain how this funding will assist in preventing your organization from permanent closure or insolvency. Please be as concise as possible.

*

Financial Need

Page description:

The following questions are related to your immediate financial need and risk of closure. You will need to use your financial statements to answer the following questions.

Please answer accurately.

VALIDATION Accepts 1 file. **Allowed types:** doc, xls, docx, xlsx, pdf, txt. Max file size: 10 MB

38. Please attach a copy of your last fiscal year end's financial statements.

Restrictions:

Accepts 1 file

Allowed types: doc, xls, docx, xlsx, pdf, txt

Max file size: 10 MB

*

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VALIDATION %s format expected

39. What was your fiscal year end date?

Format: (yyyy/mm/dd)

(eg. 2020/03/31) *



VALIDATION Must be currency

40. Enter the cash balance from your uploaded financial statements (from Balance Sheet statement). *

VALIDATION Must be currency

41. Enter the total annual revenues from your uploaded financial statements (from income statement). *

VALIDATION Must be currency

42. Enter the total annual revenue from membership and/or participant dues/fees from your uploaded financial statements (from income statement).

*

LOGIC Show/hide trigger exists.

43. According to your uploaded financial statements, did you have a surplus (i.e. a positive net income) or a deficit (i.e. a net loss) (from income statement)? *

- Surplus
- Deficit

VALIDATION Min = 0 Must be currency

LOGIC Hidden unless: #43 Question "According to your uploaded financial statements, did you have a surplus (i.e. a positive net income) or a deficit (i.e. a net loss) (from income statement)?" is one of the following answers ("Surplus")

44. Enter the surplus amount listed on your uploaded financial statements (i.e. a positive net income) (from income statement). *

VALIDATION Max = 0 Must be currency

LOGIC Hidden unless: #43 Question "According to your uploaded financial statements, did you have a surplus (i.e. a positive net income) or a deficit (i.e. a net loss) (from income statement)?" is one of the following answers ("Deficit")

45. Enter the deficit amount listed on your uploaded financial statements (i.e. a net loss, as a negative number e.g. -\$1,000) (from income statement). *

VALIDATION Must be currency

46. How much does your organization pay each month in fixed costs?
(i.e. unavoidable costs like rent, salaries/wages, insurance, utilities, etc.)

For more information please see:

What are fixed costs? *

VALIDATION Min = 0 Must be numeric

47. How many board members did you have prior to March 1, 2020? *

VALIDATION Min = 0 Must be numeric

48. How many board members do you have today? *

49. To what extent is your organization able to deliver sport programming at this time? *

- | | | | |
|------------------------------------------------------------|---------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|-------------------------------------------------------------------------|
| Not at all able (i.e. Organization has temporarily closed) | Not very able (i.e. Organization would require significant financial help or restructuring) | Somewhat able (i.e. Organization would need to rehire staff or coaches) | Very able (i.e. Organization is currently delivering sport programming) |
| <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

VALIDATION Max word count = 250

50. In a short paragraph (250 words or less), please explain how COVID-19 has impacted your organization's financial situation and long-term viability. *

Community Impact

VALIDATION Max word count = 250

51. In a short paragraph (250 words or less), please explain what the impact on your community would be if your organization was forced to stop or significantly reduce programs or services.

(e.g. importance of your organization in the community, gap in sport services within the region, reduction in volunteer opportunities, etc.) *

Return to Sport Compliance

VALIDATION Accepts 1 file. **Allowed types:** doc, docx, pdf, txt. **Max file size:** 25 MB

52. Please upload your Board approved Return to Sport safety plan.

Restrictions:

Accepts 1 file

Allowed types: doc, docx, pdf, txt

Max file size: 25 MB *

Browse...

Thank You!

Thank you for submitting your application.

We will notify all organizations on the outcome of their application by November 30, 2020. An online report form template will be sent to successful applicants at the time of their funding notification.