



## 2009 World Under-17 Hockey Challenge Society

### Legacy Fund Outline

1. **Purpose:**  
To provide financial support for minor/youth hockey in the six partner communities – Campbell River, Comox Valley, Oceanside, Nanaimo, Cowichan Valley and the Alberni Valley.
2. **Process:**  
Page two of this document provides information on the process that will be undertaken by the 2009 World Under-17 Hockey Challenge Society through the Legacy Fund Committee to award, disperse and manage the fund.
3. **Criteria for application:**  
Page three of this document outlines the criteria that will be considered when evaluating submissions received.
4. **Documentation:**  
Only applications submitted on the standard application form will be considered. Additional relevant support documentation may be attached.  
Applications should be forwarded to:  
  
Legacy Fund Committee  
c/o 2009 World Under-17 Hockey Challenge Society  
Alberni Valley Multiplex  
373 Roger Street  
Port Alberni, B.C.V9Y 8E3
5. **Filing Deadlines:**  
Applications must be received no later than noon, Friday July 24, 2009. Late applications will not be received or considered.
6. **Application Information/Contact:**  
  
Russell Dyson  
c/o City of Port Alberni  
250-720-2810  
russell\_dyson@portalberni.ca



## **2009 World Under-17 Hockey Challenge Society Legacy Process**

### **The Legacy Process is as Follows:**

1. The 2009 World Under-17 Hockey Challenge Society (the Society), with the approval of the 2009 World Under-17 Hockey Challenge Steering Committee (the Steering Committee), establishes the legacy process including the criteria by which applications are to be considered.
2. A Legacy Fund Committee (LFC) is appointed to administer the consideration of applications and allocation of funds according to the approved Legacy process. The LFC consists of one member appointed from each of the six local organizing committees of the partner communities, the Chair of the Society (or his designate), the Director of Finance of the Society and a representative of Hockey Canada.
3. The Society publicizes the legacy application process throughout the partner communities.
4. The LFC reviews all applications and determines the allocation of legacy funds, distributed throughout the partner communities as follows:

|                 |       |  |
|-----------------|-------|--|
| Alberni Valley  | 35%   | (\$87,500)   |
| Nanaimo         | 8.75% | (\$21,900)   |
| Campbell River  | 6.56% | (\$16,400)   |
| Comox Valley    | 6.56% | (\$16,400)   |
| Oceanside       | 6.56% | (\$16,400)   |
| Cowichan Valley | 6.56% | (\$16,400)   |
| BC Hockey       | 30%   | (\$75,000) - legacy process for these funds to be determined |

5. The total legacy is comprised of interest earned on dollars given to the Society, 100% of the Host Society's profits, savings from dollars not expended of the Society's budget and surplus equipment, as approved by the Steering Committee.
6. The total legacy fund will be disbursed to the approved applicant(s) on Society cheques with a covering letter signed by the LFC Chair outlining conditions of the grant. The LFC determines procedures for award announcements, recognizing the local partnership.
7. The LFC monitors the recipients' projects to ensure compliance with plans and, if not complied with, all the remaining funds are returned to the Society. Recipients' projects are to be completed within one year of receipt of the legacy funds.
8. In the event funds remain unallocated or are returned after the initial application process the LFC will follow the same process for the disbursement of these funds.



## Criteria For Legacy Fund Applications

Applications will be considered from non profit organizations, local governments or BC Hockey and its member associations. The priority of the legacy fund of the World Under-17 Hockey Challenge will be to support projects benefiting the six partner communities according to the criteria published within this document.

### **1. Benefit to the 6 Partner Communities**

Projects must be realized within the partner communities and must be a benefit to minor / youth hockey within the partner communities.

### **2. New Equipment and Facilities**

Projects are encouraged that provide new facilities, facility upgrades and / or equipment to enhance participation in the sport, provide a lasting legacy with broader community benefit.

### **3. Multi-Benefit Projects**

Multi-benefit projects are encouraged that provide a benefit not only to minor/youth hockey, they have greater impact on the community.

### **4. Athlete Participation and Coach Development**

The LFC encourages applicants to consider projects that are relevant to improving access and support for young developing athletes, such as children and youth programs, recruitment projects, special training opportunities and improving capacity of coaches, on ice and off ice officials, where it will result in improved participation and quality of experience.

### **5. New initiative**

Funding is intended for projects that are new initiatives providing a service or resource that would not otherwise be available. The legacy is meant to expand available resources not replace or reallocate past funding commitments.

### **6. Completion in one year**

Generally, activities for which legacy funds were granted must be substantially completed within one year, to the satisfaction of the LFC. In cases where the legacy fund is placed with a community foundation this would not apply.

### **7. 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.

### **8. Changes to Criteria**

The Society with the approval of the Steering Committee retains the right to make additions to these criteria that are consistent with the criteria in the Agreement for Financial Assistance, as deemed appropriate for the interests of the partner communities.



### **Suggested Projects**

The following are suggestions of projects that would meet the criteria, and most importantly, be a valuable addition to the development of minor/youth hockey in the partner communities. They are suggestions only, and certainly other projects will also meet the criteria.

- ❑ *Provincial or National Competitions*  
Hosting competitions sanctioned by BC Hockey or Hockey Canada.
- ❑ *Talent Identification*  
Skill identification, recruitment and outreach to new players.
- ❑ *Equipment and Facilities*  
Equipment that can be accessed by a broad range of users. Consider, new facility funding through partnerships with local, provincial or national sources.
- ❑ *Athlete Role Model Speakers*  
Provide motivational speakers for associations, coaches, schools and other presentations to youth
- ❑ *Coach Certification*  
Upgrading of community coaches, referees and officials for certification.
- ❑ *Scholarships*  
Scholarship fund for professional development of athletes (i.e. subsidize cost of participation on regional, provincial or national teams).
- ❑ *Skills Camps*  
Camps for kids to expose them to improved skills.
- ❑ *Parent / Athlete workshops*  
Parent education could be delivered on a broader scale than to just Minor Hockey Participants (i.e. benefits of physical activity, nutrition, respect, governance etc.)
- ❑ *Community KidSport™ Fund*  
KidSport is a charity fund that provides grants to children who might not otherwise have been able to take part in sport because of financial barriers.





## **Application Summary**

Amount Requested: \_\_\_\_\_ Project Title: \_\_\_\_\_

Brief description of proposed project or program Provide budget on page 3 of this application.

---

---

---

---

---

Provide time schedule of project or timing restrictions. (projects should be completed within one year of approval):

---

---

---

Provide description of community benefits (*include number of people to benefit from project*):

---

---

---

Describe and list any funds, equipment or resources to be provided by other sources for this project:

---

---

---

Describe how your project will benefit other sport organizations or benefit any of the five other partner communities:

---

---

---

Describe how this project differs from existing programs and/or facilities:

---

---

---



## Budget Sheet

Project Title:

Organization:

### A. Estimate of Costs:

Cost Estimate

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

### B: Legacy Request

|                                  |    |
|----------------------------------|----|
| Amount of Legacy being requested | \$ |
|----------------------------------|----|

Name (please Print)

Signature:

Phone:



## 2009 World Under-17 Hockey Challenge Society

### CONDITIONS:

1. Funds received are to be used for the purpose of the approved project to benefit minor/youth hockey in one or more of the six partner communities (Campbell River, Comox Valley, Oceanside, Nanaimo, Cowichan Valley and Alberni Valley). Recognition of the contribution is to be determined between the LFC and the Organization.
2. 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 2009 World Under-17 Hockey Challenge Society (the Society).
3. If there are any changes in the funding for the project from the application, the Legacy Fund Committee (LFC) must be notified of such changes immediately.
4. The Organization will keep proper books of accounts of all receipts and expenditures relating to the project or program.
5. The Organization will make available for inspection by the LFC or its auditors all records and books of accounts of the Organization upon request from the LFC. An audited statement may be required.
6. If the project or program proposed in the Organizations' application is not commenced, or not completed within a reasonable time, and there remain unexpended funds; or the project or program is completed without requiring the full expenditure of the funds; such funds will be returned to the Society.
7. The project or program may not be represented as a project or program of the 2009 World Under-17 Hockey Challenge Society or the Legacy Fund Committee, and the Organization does not have the authority to hold itself out as an agency of the Society or the LFC in any way, the only relationship being that the LFC has approved and granted financial assistance to the Organization.
8. 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 – September 1, 2010, 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 Legacy Fund Committee. Signed,

Name

Title

Date