



# KidSport™ Greater Victoria 2016 Grant Application Guidelines

KidSport™ is a community based sport-funding program established in 1993 by Sport BC. KidSport™ provides grants for children ages 5 – 18 to participate in a sport season of their choice. There are many community chapters in BC and over 175 chapters across Canada. KidSport™ works to fulfill its mission of eliminating the financial barriers to sport participation, 'So ALL Kids Can Play!' For more information, please visit [www.kidsport.ca/bc](http://www.kidsport.ca/bc) & [www.kidsport.ca/greatervictoria](http://www.kidsport.ca/greatervictoria).

## Consideration

KidSport™ considers the social and economic barriers facing the athlete's family when determining eligibility for funding. To help manage the increased demand and to ensure fair distribution of funding, the following screening criteria will be applied:

- As resources allow, first time applicants will receive priority for grant funding
- Returning applicants will be considered on a monthly basis, as funding permits
- Unsuccessful applicants will be notified as quickly as possible
- Canada Revenue Agency low income guidelines are used in determining eligibility

## Athlete Recipient – Section 1

- Children ages 5 - 18 years are eligible to apply for a grant
- Grants of a maximum of \$400 are to be used for payment of **participation/registration fees only** for a season of sport
- Camps, equipment, lessons, travel to games or playoffs, fundraising, championships, etc. **are not eligible expenses**
- Maximum funding in one year is \$400 and it can be applied to one or more sports
- Applications must be received prior to, or at the beginning of the requested season of sport
- Incomplete applications will be returned

## Sport Organization or School Name – Section 2 – Fill in only one – Sport or a school

- Local club must be a current member of a provincial or national sport governing body through Sport BC ([www.sportbc.com](http://www.sportbc.com))
- Sport activities must demonstrate a sustained sport experience (a minimum two month season of sport led by a qualified coach)
- Only seasons of sport through community sport clubs, recreation departments, or schools are eligible for funding

## Parent/Guardian/Adult Sponsor/Financial Income - Section 3

- A Parent, Guardian, or Adult Sponsor, other than the Reference, must initiate the application on behalf of the athlete applicant
- The Parent/Guardian/Adult Sponsor fills out sections 1 to 4 and passes the application to a Reference
- It is the responsibility of the Parent/Guardian/Adult Sponsor to ensure the application is complete and submitted to KidSport™ Victoria
- The income guidelines are used for funding eligibility decisions. **Circle the 2 sets of numbers that apply to you**
- Combined family income includes income from all supporting family members
- A copy of your previous year's net income (Income Tax Return) may be requested for verification of financial status

## Grant Distribution - Section 4

- Once the completed application is received and approved by KidSport™ Victoria, a cheque will be sent to the sport organization, the school district or the adult sponsor (if a receipt showing payment has been submitted)
- Please keep a photocopy of the application for your records
- Please allow a minimum of 60 days for review of application; processing time will vary depending on the availability of funds

## Income Verification - Reference - Section 5 (Please read carefully)

The Reference is the most important step in the KidSport™ application process. The Reference acts as an objective third party who is familiar with the athlete's family and is in a professional position to attest to the social and economic barriers facing the family.

- A Reference can be a professional in social work or family services, a school principal or counsellor, a senior recreation administrator, lawyer, accountant, law enforcement officer, or a registered physician etc.
- References, other than those listed, may be considered if a written letter from the potential Reference is submitted outlining the financial need of the family and is included with the application
- Family members, coaches, registrars or directors of clubs/leagues are **NOT** accepted as References for their own club.
- **If no reference is available, a copy of income tax return showing net income for previous year can be submitted with written application**

## Application Approval

Notification of the status of the application will be sent to the adult sponsor as soon as a decision is made. If the application is approved, a copy of the letter of notification may also be sent to the sport / recreation organization specified on the application and other sport organizations as required. The parent, guardian, or sport / recreation organization must notify the KidSport™ chapter in their area or KidSport™ BC if the athlete withdraws from the sport activity. The grant must be used by the athlete for whom the grant was approved; no portion of the grant can be transferred to someone else.

## Privacy / Confidentiality

KidSport™ respects your privacy. We never sell, trade or loan your information to any other organization. Information provided in this application is being collected for the purpose of administering KidSport™. This information will only be disclosed to KidSport™ personnel who need the information to carry out the responsibilities of their job, and to other organizations who may need to be contacted in order to process the application. Statistics are reported at the regional, provincial and national level. Individuals are not personally identified. For more information on our privacy policy, please visit [www.kidsport.ca/bc](http://www.kidsport.ca/bc) and [www.kidsport.ca/greatervictoria](http://www.kidsport.ca/greatervictoria).



# KidSport™ Greater Victoria 2016 Grant Application

All five sections of the application must be filled out completely. Incomplete and illegible forms will be returned. The Parent/ Guardian/ Adult Sponsor completes sections 1 - 4, then passes the application to the Reference to sign. Please see Application Guidelines for complete details on application process. Application must be submitted to KidSport™ Victoria, Box 345,185 – 911 Yates St. Victoria, BC V8V 4Y9.

## Section 1: Athlete Recipient

First Name:	Last name:
Address:	
City:	Postal Code:
Birth Date:	Telephone: ( )
<input type="checkbox"/> Male <input type="checkbox"/> Female	
Geographic region (athlete) : <input type="checkbox"/> Core (Victoria, Esquimalt, Oak Bay, Saanich) <input type="checkbox"/> Western Communities <input type="checkbox"/> Peninsula <input type="checkbox"/> Gulf Islands	
Is this participant of Aboriginal ancestry-including First Nations, Métis, Inuit? <input type="checkbox"/> Yes <input type="checkbox"/> No Special Olympics <input type="checkbox"/> Child with a disability <input type="checkbox"/>	
Sport activity for which the grant will be used:	
Sport season is from _____ (date) to _____ (date) <b>Full Registration Cost:</b>	

**Grant Request: (max \$400 per year \*no uniform or fundraising fee) \$**

<b>Section 2: Sport Organization</b> <input type="checkbox"/>	<b>OR</b>	<b>School</b> <input type="checkbox"/>
<b>Sport Club Name:</b>		<b>School Name:</b>
Mailing Address:		
City:	Postal Code:	
Telephone: ( )	Email:	
Registrar's Name:	School District #: 61 <input type="checkbox"/> 62 <input type="checkbox"/> 63 <input type="checkbox"/>	
What is the name of the Provincial Sport Organization the local club is a member of?:		

## Section 3: Parent/Guardian/Adult Sponsor

First Name:	Last name:
Address:	
City:	Postal Code:
Telephone: ( )	Email:
Relationship to athlete:	Date:

Please circle the number that applies to your family and total income.

# People in Household	2	3	4	5	6	7
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Circle the number closest to annual income of the family

Combined Income	\$24,353	\$31,168	\$37,843	\$42,920	\$48,408	\$53,894
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Signature of Parent/Guardian/Adult Sponsor: X \_\_\_\_\_

## Section 4: Grant Distribution

Please make the KidSport™ cheque payable to (check one box only):

- Sport Organization (KidSport™ prefers to issue funds to recognized sport organizations. Please ensure the mailing address is correct.)
- School District
- Adult Sponsor (a receipt or cancelled cheque for payment or registration fees must be included)

## Section 5: Income Verification Reference \*This section must be completed by the Reference prior to submitting application form

First Name:	Last name:
Position:	Organization:
Address:	
City:	Postal Code:
Email:	
Telephone: ( )	Fax: ( )

I have thoroughly read and understand the guidelines of KidSport™ and agree this Parent/Guardian/Adult Sponsor meets the guidelines. I agree to participate in a brief telephone follow-up if required.

Signature of Reference:	Date:
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