

EXECUTIVE COMMITTEE OF COUNCIL

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

**SUBJECT: EXECUTIVE COMMITTEE OF COUNCIL (GRANTS)
TERMS OF REFERENCE: GENERAL POLICY AND GUIDELINES
RECREATIONAL - SPORTS**

RECOMMENDATION:

1. THAT Council approve an amendment to the Executive Committee of Council (Grants) General Policy and Guidelines; Recreational - Sports to reflect an increase in travel funding for Provincial, National and International Competitions as outlined in this report.

REPORT

The Executive Committee of Council, at its meeting held on 2009 February 08, conducted a review of the Executive Committee of Council, Terms of Reference, General Policy and Guidelines as it relates to Recreation – Sports. Grants in this category are provided for a team or individuals who are Provincial Champions or for general expenses for teams travelling to Provincial tournaments outside the Lower Mainland. In addition, grants may be awarded for travel outside of the Province to National or International Competitions.

As part of their review, the Committee noted Burnaby's contribution levels toward travel expenses are lower than those of other lower mainland municipalities. The Committee further noted that the grant levels have not been increased since 1981.

<p>Copied to: City Manager Deputy City Manager Director Finance Director Parks, Recreation and Cultural Services</p>
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To: His Worship, the Mayor and Councillors
From: Executive Committee of Council
Re: Executive Committee of Council (Grants)
Terms of Reference: General Policy and Guidelines,
Recreational - Sports
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Accordingly, the Committee is requesting Council approve an increase in the amount of \$50 for each category, which would bring the grants in line with the regional average. The proposed new contribution levels are noted below:

Contributions:	Provincial	\$150
	National	\$175
	International	\$200

It is further recommended that Council approve a team maximum grant of \$1,000. Based on previous grant awards it is anticipated the impact on the annual grants budget will be minimal. It is the intention of the Committee to review grants to sports teams and individuals at the end of the current budget year.

For the information of Council a copy of the Terms of Reference are provided as Appendix A to this report.

Respectfully submitted,

Councillor Nick Volkow
Chair

Councillor Pietro Calendino
Vice Chair

Councillor Paul McDonell
Member

CITY OF BURNABY

**EXECUTIVE COMMITTEE OF COUNCIL
(GRANTS)**

TERMS OF REFERENCE

1. The Executive Committee of Council (Grants) is to review requests for funding and to make a recommendation to council.
2. The Committee is to operate within the Annual budgeted amount allotted to the Committee by Council.
3. The Committee will consider requests to assist cultural, athletic and volunteer assistance groups who provide a service or conduct promotional activities beneficial to Burnaby.

GENERAL POLICY AND GUIDELINES

1. Grant request which come under the following broad headings will be considered:

A. Cultural

- i) Cultural grants are given only to non-profit societies which, in the judgement of Burnaby Council, make a unique contribution to the City's cultural life.
- ii) Cultural grants are given to defray a portion of special project or special event costs for established cultural organizations which also receive substantial revenue from other sources.
- iii) Cultural grants are not normally made available to cover cost of past deficits, capital improvements or ongoing operating expenses for Arts or Recreational organizations.

B. Recreational – Sports

- i) A contribution will be considered for travel expenses to compete outside of the Province in NATIONAL AND INTERNATIONAL COMPETITIONS for a team or individuals who are PROVINCIAL CHAMPIONS.

<u>Contributions:</u>	<u>Provincial</u>	<u>\$100</u>
	<u>National</u>	<u>\$125</u>
	<u>International</u>	<u>\$150</u>

GUIDELINES FOR SUBMITTING APPLICATIONS:

1. In order to apply for a City Grant, an organization must supply valid financial information, specifying what the grant is to be used for and the period for which the grant is requested. A financial statement should be submitted.
2. Information concerning the aims and objectives of the organization be submitted.
3. Applications for grants to be received by the Committee no later than May 15 of each year. Late submissions will be considered pending balance left in the grants budget.
4. All applications are to be submitted c/o Administrative Officer I, Executive Committee of Council (Grants), Clerk's Department, Burnaby City Hall, 4949 Canada Way, Burnaby, B.C., V5G 1M2. (Telephone 294-7286).

(Policy Statement adopted by
Council 1981 January 26)

REVISED
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