



Cypress County - Policy ATHLETE DEVELOPMENT

Policy Owner: Recreation Board
Adoption Date: April 11, 1995
Resolution: 2013/190

Policy: REC 1
Effective Date: April 11, 1995
Last Amended Date: May 5, 2026

Policy Statement

Cypress County recognizes the valuable contribution made to the community by those individuals or teams who attain provincial, national and international recognition. The County also recognizes the value of programming and events geared towards sport that encourage the values of teamwork and sportsmanship and promote cross-generational and cross-community interaction.

Purpose

- To recognize and acknowledge the effort necessary to attain excellence.
- Encourage the positive use of leisure time for the betterment of the community.
- Promote Cypress County and the communities therein.
- Provide assistance to individuals or teams who attain provincial, national and international recognition.
- Provide assistance to sport-centered programming and initiatives offered to the public at large by small clubs/groups that are NOT a registered team or part of an official sport association.

Definitions

Competition - an activity that gathers the representatives of the provinces, territories or regions in Canada, or various countries worldwide for the healthy, worthwhile, and amateur contest of skills.

Amateur - not for profit participation for the pure joy and celebration of the activity.

Provincial Competition - a province-wide event sanctioned by a recognized provincial governing body that invites participation by representatives from zones, regions or other territorially designated sections of the province. Smaller region or zone events are not included in this policy.

National Competition - an event sanctioned by a recognized national governing body that invites participation by representatives from the provinces, territories or designated regions of Canada (this may include a Western Canadian competition).

International Competition - an event sanctioned by a recognized international governing body that invites participation by representatives from various countries worldwide.

Club/Group – a volunteer-led group that is not a registered non-profit organization and does not have a board of directors.

Program – a planned, structured, and progressive sequence of athletic activities, such as training sessions and games, designed to foster physical development, skill acquisition, and/or performance improvement.

Event – a proceeding with a sporting component that participants either watch or directly participate in that is typically not repeated more than once/year.

Procedures - Competitions

1. Support may be granted to teams or individuals who have achieved representative status at provincial, national or international competition in the following categories:
 - a. Sports
 - b. the arts

- c. scholastics
- 2. Support may be granted to teams or organizations who are hosting a provincial, national or international competition in the following categories:
 - a. sports
 - b. the arts
 - c. scholastics
- 3. The criteria for receiving support are as follows:
 - a. the competitions as well as the participants must be of amateur status,
 - b. any support provided must be applied directly to activities specific to the competition, e.g. travel, accommodation, advertising,
 - c. applicants must provide a brief financial statement of projected expenses and revenues or a final financial accounting statement,
 - d. where possible the use of local businesses for the supply of goods and services related to the competition is encouraged,
 - e. support may be provided to teams or individuals,
 - f. consideration will be given to location and duration of the competition, the number of people involved and any special needs,
 - g. for provincial competition, financial support will be restricted to a maximum of \$300.00 for an individual and \$2,000.00 for a team, for attending a competition, and \$3,000.00 for hosting a competition,
 - h. for national or international competitions, financial support will be restricted to a maximum of \$500.00 for an individual and \$4,000.00 for a team, for attending a competition, and a maximum of \$5,000.00 for hosting a competition,
 - i. written authority from the specific provincial or national body sanctioning participation must be provided.
 - j. A team must be affiliated with a County School or have at least 25% County resident membership.

Procedures – Programming & Events

- 1. Program participation must be open to the public at large and have at least 50% County resident participation.
- 2. Age-appropriate groupings are acceptable if participation is not restricted based on talent or experience.
- 3. Priority will be given to programs and events with participants from multiple communities within the municipality.

Non-eligible applicants, events and programming:

- a. Incorporated or registered sports teams (clubs, associations, leagues)
- b. Schools
- c. Private sports teams or organizations
- d. REC 2 non-profit organizations
- e. Awards or recognition events

Procedures - General

- 4. Early application will be encouraged.
- 5. If funding is advanced for any competition, that does not occur, or the individual, or team does not attend, then under normal circumstances the money must be refunded. Where possible, funds will be allocated after the competition has occurred.

6. If funding is advanced for any program or event that does not occur, the money must be refunded.
7. Cypress County reserves the right to limit or refuse assistance to any applicant.
8. Subject to budget availability.
9. In lieu of or in addition to financial support, the County may choose to offer assistance in the form of technical expertise, facility usage, equipment usage or other available in-kind service.
10. Financial contributions to any competition, program or event in no way obligates the County to participate in the competition, program or event beyond the terms set out in this policy.
11. Cypress County assumes no responsibility, legal or otherwise for any competition, program or special event, unless specifically outlined under separate agreement.

Annual Athlete Development Sponsorship

Council may identify athletic sponsorship requests that align with the REC 1 Athlete Development policy that they wish to sponsor ongoing. Year-over-year funding will be granted in 3-year intervals and then reviewed by Council to determine whether annual athletic sponsorship will continue. All request forms must still be submitted annually to receive this funding. Approved annual sponsorships will be tracked in SCHEDULE A: ANNUAL ATHLETE DEVELOPMENT SPONSORSHIP.

Policy History

Amendment Dates & Descriptions:

Resolution No. 2013/190 - June 18, 2013
Resolution No. 2026/188 - May 5, 2026

Review Dates & Outcomes:

ATHLETE DEVELOPMENT APPLICATION TYPE 1: INDIVIDUALS/TEAMS

APPLICATION FOR (check box): ☐ ATTENDING a competition ☐ HOSTING a competition

DATE OF APPLICATION:

NAME OF COMPETITION:

NAME OF TEAM/INDIVIDUAL:

APPLICANT NAME:

ADDRESS:

EMAIL:

PHONE:

NATURE OF THE COMPETITION: (Detail activity and location)

NUMBER OF TEAM MEMBERS FOR THIS COMPETITION:

NAME(S) OF THE PROVINCIAL, NATIONAL AND/OR INTERNATIONAL GOVERNING BODY THAT IS
SANCTIONING THIS COMPETITION:

FOR COMPETITIONS:

You may be required to provide written confirmation from the organization, agency or association that you or your organization has qualified and/or is authorized to represent your region, province or country OR is authorized to host the above noted competition. Please attach a copy to this application or indicate that a written confirmation is forthcoming.

☐ ATTACHED ☐ FORTHCOMING

AMOUNT OF REQUEST: \$

NOTE: A budget form has been provided on the reverse side of this page. You are required to complete it or provide a detailed copy of your own financial statement.

PROJECTED EXPENSES AND REVENUES

Expenses

TRAVEL COSTS: \$ _____

ACCOMMODATION: \$ _____

MEALS: \$ _____

FEES (ENTRY/HOSTING): \$ _____

EQUIPMENT COSTS: \$ _____

FACILITY COSTS: \$ _____

OTHER (SPECIFY): \$ _____

TOTAL EXPENSES: \$ _____

Revenues

FEES: \$ _____

FUNDRAISING: \$ _____

GRANTS: \$ _____

OTHER (SPECIFY): \$ _____

TOTAL REVENUES: \$ _____

SURPLUS/DEFICIT: \$ _____

APPLICANT SIGNATURE:

Personal information is being collected by authority of the Recreation Board Bylaw & Athlete Development Policy and will be used to operate the program. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection, contact the FOIP Coordinator, 816 – 2nd Avenue, Dunmore, Alberta T1B 0K3 403.526.2888.

ATHLETE DEVELOPMENT APPLICATION TYPE 2: PROGRAMS/EVENTS

DATE OF APPLICATION:

NAME OF PROGRAM/EVENT:

NAME OF CLUB/GROUP:

APPLICANT NAME:

ADDRESS:

EMAIL:

PHONE:

DESCRIPTION OF PROGRAM/EVENT: (Detail activity and location)

EST. # OF PARTICIPANTS:

% CYPRESS COUNTY PARTICIPANTS:

AMOUNT OF REQUEST: \$

PROJECTED EXPENSES AND REVENUES

Expenses

SPORTS EQUIPMENT: \$ _____

FACILITY COST: \$ _____

MATERIALS: \$ _____

FOOD/SNACKS: \$ _____

OTHER (SPECIFY): \$ _____

TOTAL EXPENSES: \$ _____

Revenues

FEES: \$ _____

FUNDRAISING: \$ _____

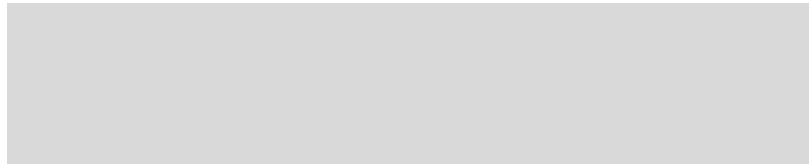
GRANTS: \$ _____

OTHER (SPECIFY): \$ _____

TOTAL REVENUES: \$ _____

SURPLUS/DEFICIT: \$ _____

APPLICANT SIGNATURE:



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REC 1 ATHLETE DEVELOPMENT POLICY

SCHEDULE A: ANNUAL ATHLETE DEVELOPMENT SPONSORSHIP

Organization	Sponsorship Details	Amount	Approved	Expiry