

# Sport & Recreation Travel Grants

## Application & Guidelines

As a token of recognition for dedication and effort put forth in the pursuit of excellence, Sports & Recreation Travel Grants provide financial support to individuals, teams or groups who have qualified to participate in significant out-of-province championship events.

**NEW:** Travel to championship events in cultural activities may also be considered.

The Sport & Recreation Travel Grants Program Guidelines are attached to this form. Please read the Guidelines carefully before completing the application in full. If you have any questions, please address any enquiries to: [travel-grants@nvrc.ca](mailto:travel-grants@nvrc.ca)

### GENERAL INFORMATION

#### 1. Name & Contact Information

**NAME OF THE APPLICANT TEAM, GROUP OR ORGANIZATION**

**CONTACT NAME**

**TITLE WITH ORGANIZATION**

**E-MAIL**

**PHONE**

**ADDRESS FOR CORRESPONDENCE**

**CITY**

North Vancouver, BC

**POSTAL CODE**



**PLEASE SUBMIT MEMBERSHIP INFORMATION FOR THE CURRENT & PREVIOUS SEASON OR YEAR**

### EVENT DETAILS

#### 2. Event Information

**NAME OF COMPETITION / CHAMPIONSHIP EVENT**

**DATES**

**SANCTIONING BODY**

**EVENT VENUE**

**LOCATION / CITY**

**PROVINCE**

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## 3. Competition Type

PLEASE CONFIRM THE TYPE OF COMPETITION THE GRANT IS BEING APPLIED TO:

- ☐ A WESTERN-CANADIAN CHAMPIONSHIP
- ☐ A NATIONAL CHAMPIONSHIP
- ☐ AN INTERNATIONAL CHAMPIONSHIP
- ☐ OTHER

IF OTHER, PLEASE SPECIFY

## FUNDING CONSIDERATIONS

## 4. Competition Costs

IDENTIFY YOUR TOTAL TEAM COSTS – PROVIDE COPIES OF RECEIPTS OR INVOICES TO VERIFY COSTS

|                        |    |                       |
|------------------------|----|-----------------------|
| Competition Fees ..... | \$ |                       |
| Accommodation .....    | \$ |                       |
| Travel .....           | \$ |                       |
| Other .....            | \$ | PLEASE SPECIFY: ..... |
| Other .....            | \$ | PLEASE SPECIFY: ..... |
| Total .....            | \$ |                       |

## 5. Travel Funding

AMOUNT OF TRAVEL FUNDING REQUESTED

\$ .....

OTHER FUNDING SOURCES ACQUIRED OR BEING PURSUED?

|             |    |                |       |
|-------------|----|----------------|-------|
| .....       | \$ | CONFIRMED? YES | OR NO |
| .....       | \$ | CONFIRMED? YES | OR NO |
| .....       | \$ | CONFIRMED? YES | OR NO |
| Total ..... | \$ |                |       |

TOTAL NUMBER OF PEOPLE ON TEAM OR PARTICIPATING IN THE COMPETITION / CHAMPIONSHIP EVENT

(Provide a team roster, including coaches etc.)

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**ESTIMATED COST PER TEAM MEMBER PARTICIPATING IN THE COMPETITION / CHAMPIONSHIP EVENT**

.....

**NUMBER OF NORTH VANCOUVER RESIDENTS PARTICIPATING IN THE COMPETITION / CHAMPIONSHIP EVENT**

.....

*(Provide a list of names and addresses for North Vancouver residents on the team)*

**CHECK EACH THAT APPLIES**

- ☐ Team or individual has achieved regional or higher championship status
- ☐ Participating team members or individuals are residents of North Vancouver
- ☐ Budget Estimates, including any receipts or invoices to confirm travel costs, are included with this application
- ☐ Other funding has been sought

## DECLARATION & SIGNATURES

*I, the undersigned, certify that, to the best of my knowledge, all information provided in this application is accurate and true.*

**SIGNATURE OF PERSON FILING THE APPLICATION**

**NAME, IF DIFFERENT FROM ABOVE**

**DATE**

## NORTH VANCOUVER RESIDENTS

**NAME**

**ADDRESS**

.....

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**ATTACH LIST IF NECESSARY**

## GUIDELINES

### 1. Program Purpose

As a token of recognition for dedication and effort put forth in the pursuit of excellence, Sports & Recreation Travel Grants provide financial support to deserving teams, groups and individuals to participate in significant out-of-province championship events.

### 2. Levels of Available Support

Funding is available up to \$200 per individual or per team player and up to a maximum of \$1,000 per team or group.

There is no guarantee of funding. Applications may result in the award of full, partial or no funding.

Approval of a grant in any one year is not to be regarded as an ongoing source of funding or support for future years.

### 3. Who Can Apply?

Applications for a travel grant **must** be made by the organization through which the team or individual competes. To qualify for funding the team or individual must:

- have achieved local, regional or higher championship status, recognized by an authorized sport or recreation body
- be advancing to a championship or finals competition at the Western Canadian, national or international level
- consist of North Vancouver residents or be a North Vancouver resident, AND
- demonstrate efforts to seek alternate funding, including self-financing, and provide a budget estimating travel and event participation costs

Team members or individuals who are not North Vancouver residents will not be eligible for a grant.

### 4. Submitting an Application

Application forms are available through the NVRC website at:

<https://www.nvrc.ca/travel-grants>

There is no scheduled deadline for submissions. However, applications **must** be received prior to the championship event taking place.

In exceptional circumstances, where the time between qualification and the subsequent championship competition is very short, applications may be received after the event has taken place.

Applications **should** be submitted digitally to: [travel-grants@nvrc.ca](mailto:travel-grants@nvrc.ca)

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Alternately, submissions may be provided on USB drive or CD-R disc and submitted by hand or by mail to the attention of:

*NVRC Sport & Recreation Travel Grants  
c/o Janet Rerecich  
Karen Magnussen Community Recreation  
Centre 2300 Kirkstone Road  
North Vancouver, BC V7J 1Z6*

Hard copy submissions can also be accepted. In such cases it is the responsibility of the applicant to provide three (3) full copies of the application.

Applications submitted by fax will **not** be accepted.

### 5. Please note the following prior to submission:

- (a) Grants are available for out-of-province travel only.
- (b) Make sure your application is complete, including all required attachments.  
*(i.e. team rosters and/or membership information for the event or from the previous year)*
- (c) The Sport & Recreation Travel Grant Review Committee meets as applications are submitted. Recommendations from the Review Committee are forwarded to the next meeting of the NVRC Commission for consideration.

*Applicants are advised to check the yearly Commission meeting schedule at:*

<https://www.nvrc.ca/about-us/contact-us/commission-info>

- (d) If funding is approved, recipients are required to publically recognize the support provided.

### 6. Enquiries

Please direct enquiries by e-mail to: [travel-grants@nvrc.ca](mailto:travel-grants@nvrc.ca)

For phone enquiries, please contact the program officer at: 604.983.6569