

## AOA Grant Policy

Revised and approved: February 9, 2020

### Objectives

**To maintain an annual financial granting plan to optimize the development of Alberta orienteers as athletes and leaders in the sport and to raise the profile of orienteering.**

### AOA Grants for Members:

- **Leadership Grant:** To encourage AOA members to attend or present courses, clinics, workshops, training camps and conferences (either in Alberta or outside Alberta) that develop better orienteers, officials, coaches, mappers and/or club leaders. **Appendix 1.**
- **High Performance Grant:** Supports HPP athletes (AOA members) who are named by Orienteering Canada to the WOC, JWOC, WUOC, World Cup(s) and World Games National Teams in all orienteering disciplines. Also supports coaches and team leaders of National Teams who are AOA members. **Appendix 2.**

#### **Definition of Eligibility (for both grants)**

- Applicant must be an AOA member in good standing for the current membership year.
- Applicant demonstrates (on application form) evidence of active volunteering (such as coaching, organizing or helping at events, writing article for newsletter, presenting at AOA retreat, writing for HPP blog, etc.) during the last 12 months prior to the date of their grant application. Detailed requirements are listed in the application form.

#### **Important General Information (about both grants)**

- Individuals Grant application deadline is Dec 1 every year.
- Grant amounts: The AOA will be responsible for determining budget amounts available for all grants every year. Funds available for grants are dependent on available funds in any given year. Funds distributed through the AOA shall not exceed the budget amounts. Therefore, pro-rating may be required.
- The AOA Board reserves the right to accept or reject applications for any of the grants.
- The decision of the AOA Board is final.

### AOA Grants for Clubs:

New program grants were introduced in 2019. The AOA clubs can apply for the following grants:

- **Junior Program Development Grant** - Appendix 3
- **Underrepresented Group Program Grant** - Appendix 4
- **Major Event Hosting Grant** - Appendix 5

#### **Definition of Eligibility:**

- Applicant club must be an AOA affiliated club in current year and in good standing.
- Grant amounts: The AOA board will be responsible for determining budget amounts available for all grants every year. Funds available for grants are dependent on available funds in any given year.
- **Club program grant application deadline is September 1 every year.**

## APPENDIX 1

### Leadership Grant Policy

#### GUIDELINES

##### Objectives:

Develop a financial granting plan to optimize the development of Alberta orienteers as athletes and leaders in the sport and to raise the profile of the sport.

**Leadership Grant (previously “Orienteering and Learning Development Grant”):** Encourage AOA members to attend courses, clinics, workshops and conferences (either in Alberta or outside Alberta) that develop officials, coaches, mappers and/or club leaders.

##### Definition of Eligibility

- Applicant must be an AOA member in good standing for the current membership year.
- Applicant demonstrates (on application form) evidence of active volunteering (such as coaching, organizing or helping at events, writing article for newsletter, presenting at AOA retreat, writing for HPP blog, etc.) during the 12 months prior to the date of their grant application.

##### Important General Information

1. Grant application deadline is Dec 1 every year.
2. Grant amounts: The AOA will be responsible for determining budget amounts available for all 3 grants every year. Funds available for grants are dependent on available funds in any given funding year. Funds distributed through the AOA shall not exceed the budget amounts. Therefore, pro-rating may be required, in which case applicants would not receive the full amount of their eligible funding.
3. **A maximum of \$250 will be awarded per applicant.** If the budget total is exceeded, the grant amounts will be pro-rated.
4. Applicant cannot apply for this grant if receiving funds from another source (e.g. an orienteering club) for the same course.
5. AOA Board reserves the right to accept or reject applications for any of the 3 grants.
6. The decision of the AOA Board is final.

All applications are to be returned by email to: [info@orienteeringalberta.ca](mailto:info@orienteeringalberta.ca) or to the AOA Office by Dec 1<sup>st</sup>; all applications received after the deadline will not be considered.

**Alberta Orienteering  
Association  
PO Box 1576  
Cochrane, AB T4C 1B5**

**Alberta Orienteering Association  
Leadership Grant Application form  
20....**

To be completed **in full** by the member and returned to the Alberta Orienteering Association

**PERSONAL INFORMATION**

Last name:		Given name:	
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Address:	
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City:		Prov.:		Postal Code	
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Telephone:		Email:	
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If you are not originally from Alberta, have you been residing in the province for a minimum of 12 consecutive months?

No		Yes	
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Are you a member of an Alberta Orienteering Club for the current membership year?

No		Yes	
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Have you applied or received any other grant for the same event(s)

No		Yes	
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**TRAINING  
INFORMATION**

Name of your home club: (The club you represented during the competitive	
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**List of Courses, clinics, workshops, conferences etc.**

Please fill out this form listing all courses, clinics, workshops, conferences, etc. you attended in 20...

Date (Month/Year)	Name of the course, clinic, workshop, conference etc.	Location	Expenses List (Registration, travel, mileage)	Cost of the expenses	Receipts provided

<b>Total:(max \$250)</b>	
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**List evidence of active volunteering (such as coaching, organizing or helping at events, writing article for newsletter, presenting at AOA Retreat, etc.) during the 12 months prior the date of the grant application.**

Date (Month/Year)	Active Volunteering	Location

\_\_\_\_\_  
Applicant's Signature (or type your name)

\_\_\_\_\_  
Date

## APPENDIX 2

### High Performance Grant Policy

**High Performance Grant:** Supports HPP athletes (AOA members) who are named by Orienteering Canada to the WOC, JWOC, WUOC, World Cup(s) and World Games National Teams in all orienteering disciplines. Also supports coaches and team leaders of National Teams who are AOA members.

#### Objective

To provide assistance with expenses which are directly related to the competition(s) for which applicants have been selected; to recognize their efforts as elite athletes representing Canada on the National Team or a National Team coach or leader; and to encourage behaviors that transfer the skills, knowledge and experience of National Team athletes or coaches back to all levels of orienteering in Alberta.

#### Eligibility Criteria

##### For athletes

- Must be a member of Orienteering Canada's High-Performance Program and selected for the National Team to attend at least one of the following: WOC, JWOC, WUOC, World Cup(s), World Games.
- Must be a member in good standing of an Alberta-based orienteering club for at least 12 consecutive months prior to grant application.
- **Athletes not resident in Alberta** must have been resident in Alberta and a member of an Alberta-based orienteering club for at least five consecutive years prior to leaving.
- Must accumulate at least 10 points from the rubric described in Appendix A

##### For National Team coaches/leaders

- Must be resident in Alberta and a member in good standing of an Alberta-based orienteering club for at least 12 consecutive months prior to grant application.
- Must accumulate at least 9 points from the rubric described in Appendix B

#### Important General Information

- Grant application deadline is December 1. Applicant can submit only one application per year.
- Grant amounts: The AOA will be responsible for determining budget amounts available for the grant every year. **A maximum of \$500 will be awarded per applicant.** If the budget total is exceeded, the grant amounts will be pro-rated.
- Applicant can receive a grant from another source for these competitions.
- Grants will be awarded only after the event(s) have been attended and the athlete's attendance has been confirmed.
- In the event of injury or illness: If injury/illness prevents an athlete from participating in an event while at the event itself, the athlete will be able to apply for the grant. If the injury/illness happens

before the event and the athlete cannot attend the event, the athlete will not be able to apply for the grant.

- Applicant must respect the application deadline. Any application received after the deadline will not be accepted. Information will be emailed to AOA members as a reminder and will also be posted on AOA's website.
- The decision of the AOA Board is final.

### **High Performance Grant Policy: Appendix A – Points rubric for athletes**

Athletes need to accumulate 10 points from the following categories to qualify for the HPG:

#### **1. Volunteering**

One point for every hour of volunteering for an Alberta-based orienteering club, the AOA or Orienteering Canada. Examples:

- 4 points for organising a Wednesday evening event
- 3 points for writing an article for EOOO, FWOC or AOA newsletter
- 0.5 points for picking up controls

**A minimum of two points must be accumulated in this category**

#### **2. Representation**

One point for each WRE race where they register to represent an Alberta-based orienteering club  
One point for each COC or NAOC race where they represent an Alberta-based club

**A minimum of one point must be accumulated in this category**

#### **3. Paid work**

One point for every two hours of paid work for an Alberta-based orienteering club or the AOA.

### **High Performance Grant Policy: Appendix B – Points rubric for National Team coaches/leaders**

Coaches/leaders need to accumulate 9 points from the following categories to qualify for the HPG:

#### **1. Volunteering**

One point for every hour of volunteering for an Alberta-based orienteering club, the AOA or Orienteering Canada

Examples:

- 4 points for organising a Wednesday evening event
- 3 points for writing an article for EOOO, FWOC or AOA newsletter
- 0.5 points for picking up controls

**A minimum of two points must be accumulated in this category**

#### **2. Paid work**

One point for every two hours of paid work for an Alberta-based orienteering club or the AOA.

**Note: APPLICATION FORMS will be distributed by the AOA office. All inquiries please email: [info@orienteeringalberta.ca](mailto:info@orienteeringalberta.ca) . Grant application deadline is December 1.**

## APPENDIX 3

### Junior Development Program Grant for Clubs

#### Objective:

- to collaborate with the clubs to support athlete and coach development at a provincial level
- To provide learning and training opportunities for junior athletes to advance to Orienteering Canada's High-Performance Program.

#### Junior Development Program support

- **AOA is offering an annual grant in form of financial support to AOA member clubs.**
- The goal is to support athlete development and help aspiring athletes to advance towards Orienteering Canada's – High Performance Program.
- Eligibility: funding must be spent on **Junior program development at the LTAD Learn to Train and Train to Train stages** to support the competitive experience.  
(Examples: coach training, travel to support athletes at competitions, coach salaries for preparing individualized plans for athletes, organizing extra competition/training opportunities etc.)
- **To apply** for the grant: write a short proposal and budget showing how your club would spend the requested amount and how it would help your program development.
- Send the request and proposal to the AOA Executive Director [info@orienteeringalberta.ca](mailto:info@orienteeringalberta.ca) by September 1<sup>st</sup>.

#### 2020 Update

This grant is budgeted for 2020 with a maximum of \$3000 overall budget within Alberta.

## APPENDIX 4

### Underrepresented Groups Program Grant for Clubs

#### Objective:

To support clubs and programs which are tailored towards the objective of AOA's the Equity, Diversity, Inclusion and Accessibility policy. These programs are encouraged to focus on providing more recreational and sport activities to underrepresented groups in Alberta.

#### Underrepresented groups program grant:

**AOA is offering an annual grant in the form of financial support to AOA affiliated clubs.**

The underrepresented groups can include women, Indigenous Peoples, members of visible minorities, newcomers, low income households, people with disabilities and LGBTQ2+ individuals.

**To apply** for this grant, send a request to the AOA Executive Director and indicate the proposed spending of the Grant.

#### Expenses

Eligible expenses for grant funds are expenses directly associated with the project and programs which will benefit underrepresented groups' involvement with Orienteering activities.

Examples of expenses for which grant funds may be used include, but are not limited to:

- staff salaries for work related to the project;
- travel costs associated with the project;
- development resources and training materials;
- costs associated with organization and administration
- Facility/mapping costs for events related to the project
- These funds cannot be used for meals or per diem

Send the request and proposal to the AOA Executive Director [info@orienteeringalberta.ca](mailto:info@orienteeringalberta.ca) by September 1<sup>st</sup>.

#### 2020 Update

This grant is budgeted for 2020 with a maximum of \$1500 overall budget within Alberta.



## APPENDIX 5

### Major Event Hosting Grant for Clubs

**Objective:**

To support the AOA affiliated clubs to organize and run the annual Alberta Championships and Training Camps or similar provincial scope events.

**Rationale:** The AOA clubs have a big role in organising provincial scope events. AOA needs to support this to make sure the Clubs have the ability to operate a big event which benefits the whole orienteering community in Alberta.

**To apply** for this grant, send a request to the AOA Executive Director and indicate the proposed spending of the Major Event Hosting Grant. The Major Event Hosting Grant is intended to help clubs to host the annual AOA events like Spring Training camp, Alberta Championships or Western or Canadian Championships if they are held in the province.

**Examples of expenses** for which grant funds may be used include, but are not limited to:

- Equipment
- Event hosting expenses: printing, additional awards (besides AOA provided medals), draw prizes, travel/accommodation cost for officials and organizers.
- Facility rentals or mapping
- These funds cannot be used for honoraria, meals or per diem

Send the request and proposal to the AOA Executive Director [info@orienteeringalberta.ca](mailto:info@orienteeringalberta.ca) by September 1<sup>st</sup>.

**2020 Update**

Due to the provincial funding decrease this grant is not budgeted for 2020.