



Nationals Funding – U15/U17 Tier I Teams

SPDSA Policy

Date of Board Approval: February 5, 2018

Motion No.: 165.6

Replaces: N/A

Last Review Date: February 2018

Next Review Date: January 2019

Approval Responsibility: Administration

Administrative Responsibility: General Manager

Policy Statement

The Sherwood Park District Soccer Association (SPDSA) will endeavor to fund up to \$10,000.00 towards travel expenses for Teams that have qualified to attend U15 or U17 Tier 1 Nationals.

The purpose of this purpose is to help offset the cost of travel while attending Nationals.

Guidelines

- 1) This policy shall be conditional upon availability of allocated funds, at the discretion of the SPDSA.
- 2) Only Teams that are travelling outside of Alberta are eligible for up to \$10,000.00 of funding. Teams travelling within Alberta may be eligible for up to \$2,500.00 of funding.
- 3) Funding will be awarded on member matching of funds up to the maximum of \$10,000.00 for Nationals out of Province and \$2,500.00 for Nationals within Alberta. Members matching funds can be made up of fundraising dollars or cash matching.
- 4) A detailed outline of the costs must be provided at a minimum of 30 days in advance of travel. The outline must include:
 - a) Cost of hotels
 - b) Cost of flights
 - c) Estimated amount of funding from Canada Soccer Association (CSA) and Alberta Soccer Association (ASA) to be included in the budget
 - d) Any further info as requested by the SPDSA
- 5) National funding dollars can only be used towards approved transportation costs and accommodations for players on the roster and up to one (1) coach and one (1) same gender chaperone that is listed on the roster. Accommodations funding is based on four (4) players per room. Coach and chaperone funding are based on one (1) per room. For greater certainty, funding dollars are not to be used to pay for any of the following expenses:
 - a) Additional coaches/staff expenses
 - b) Meals
 - c) Apparel
 - d) Additional days of travel, hotel costs that are outside of the dates as set by CSA.
- 6) All funding dollars are subject to review by the SPDSA.

Procedure

- 1) Team to submit all financial information and back up documentation as outlined in policy.
- 2) Once all documentation is received, the General Manager will confirm amount of funds that will be allocated to the team for travel as outlined in policy.
- 3) Upon approval from General Manager and confirmation that all conditions have been met, 50% funding dollars will be released to the team within ten (10) days of travel to Nationals.
- 4) Upon submitting final receipts and confirmation of funding from CSA and ASA, the remaining 50% left owing to the team will be paid within fifteen (15) days.
- 5) SPDSA reserves the right to audit or request further financial information from the team before or after attendance at Nationals.

Schedule A

Nationals Funding Application Form:

Date:

Coaches Name:

Location of Nationals:

Dates of Travel:

Date required to be at host location:

Number of Players on Roster:

Cost breakdown for travel:

Cost of Flights (players): \$ _____

Cost of Hotels (players): \$ _____

Cost of Flights Coach / Chaperone \$ _____

Cost of Hotels Coach / Chaperone \$ _____

Total Costs \$ _____

Less amount from CSA \$ _____

Less amount from ASA \$ _____

Balance of funding \$ _____

Please detail the budget, include matching income source (ie: Fundraising / cash calls):