



## ADMINISTRATIVE REPORT

Report Date: June 27, 2018  
Contact: Michelle Collens  
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Meeting Date: July 10, 2018

TO: Vancouver City Council  
FROM: Manager, Sport Hosting  
SUBJECT: Vancouver Community Sport Hosting Grants – Summer 2018 Intake

### **RECOMMENDATION**

- A. THAT Council approve six (6) new Community Sport Hosting Grants totalling \$41,000 as outlined in the body of this report; source of funding is the 2018 Vancouver Community Sport Hosting Grant Program Budget.
- B. THAT the grants be subject to each grant recipient agreeing to the terms and conditions of the community sport hosting grant program as generally outlined in this report and otherwise satisfactory to the Senior Manager, Sport Hosting and the City Solicitor.
- C. THAT no legal rights or obligations are created by the approval of the Recommendations A and B above unless and until the grant agreement letter is executed and delivered by the grant recipient.
- D. THAT, pursuant to Section 206(1)(j) of the Vancouver Charter, Council deem the organizations in Recommendations A through C above which are not otherwise a registered charity with Canada Revenue Agency are deemed by Council to be any organization contributing to the culture, beautification, health, or welfare of the City.

Approval of Recommendation A constitutes a grant and therefore requires an affirmative vote of at least-two-thirds of all of Council pursuant to Section 206(1) of the Vancouver Charter.

## **REPORT SUMMARY**

This report recommends approval of Community Sport Hosting Grants totalling \$41,000. Applications received include four local and regional sport tournaments and two new annual events. The current balance of the 2018 Vancouver Community Sport Hosting Budget is \$204,929.

## **COUNCIL AUTHORITY/PREVIOUS DECISIONS**

2004: Council approved a policy statement in support of celebrations, sporting events and special events: “Council welcomes celebrations and special events for their contribution in making Vancouver a vibrant City, in reflecting our cultural diversity and neighbourhood character, and for economic, cultural and recreational benefits they bring to the City. Council supports the facilitation of these events by staff, encourages mitigation of short-term disruptions in neighbourhoods and encourages cities to welcome these activities and to participate in them.”

2006: Council approved a Sport Hosting Policy and Sport Hosting Grant Program effective January 1, 2007, with annual funding of \$200,000 to support a range of sporting events.

2008: Council adopted the Vancouver Sport Strategy as a guide to the City's future initiatives and engagement with sport programs, facilities and events.

2011: Council approved revisions to the Sport Hosting Grant Program guidelines to improve the effectiveness of the grant and better serve local sport organizations.

2015: Council adopted the Sport Hosting Vancouver Action Plan, and approved the creation of the Sport Tourism Development Fund with funding of \$1.0 million over 2 years as the City's commitment to this Fund which will support MAJOR sport events that advance the Sport Hosting Vancouver Action Plan goals. In that same decision, Council approved the change of name from the City's current 'Sport Hosting Grant Program' to the 'Vancouver Community Sport Hosting Grant Program', and directed staff to review the program and provide recommendations for any changes necessary to enhance the grant program. This grant program has an ongoing annual Operating Budget funding of \$200,000.

2016: Council approved revisions to the 'Vancouver Community Sport Hosting Grant Program', expanding the type of events that are eligible for funding at a community level, including Local or Regional Sport Tournaments, New Sport Event Initiatives, and Annual Sport Events.

Approval of grant recommendations requires eight affirmative votes.

## **CITY MANAGER'S/GENERAL MANAGER'S COMMENTS**

The City Manager recommends approval of the foregoing. The Vancouver Community Sport Hosting Grant program reflects the local focus on sport events and the community it serves. These events prioritize sport development and increase local sport hosting

capacity and effectively support a wider variety of events hosted by local non-profit sport organizations. The hosting of high-quality, sustainable sport events will promote physical health and wellness, nurture life and leadership skills, promote volunteerism and foster both civic pride and participation.

## **REPORT**

### **Background/Context**

On July 13, 2006, as part of a report on the development of a comprehensive Vancouver Sport Strategy, Council approved a Sport Hosting Grant Program with annual funding of \$200,000 to support a range of sporting events.

On December 10, 2015, City Council adopted an updated sport hosting strategy for Vancouver titled the 'Sport Hosting Vancouver Action Plan' and approved the City's participation in a Sport Hosting Vancouver partnership with the Vancouver Hotel Destination Association (VHDA), Tourism Vancouver, BC Pavilion Corporation (PavCo) and the University of British Columbia (UBC). As part of this Action Plan, a 'Sport Tourism Development Fund' was created with investments from the partners to support and attract major sport events hosted in Vancouver.

The Sport Tourism Development Fund has replaced the Major Sport Event Operating Grants that the Vancouver Sport Hosting Grant Program supported. As a result of these changes, the Vancouver Sport Hosting Grant program is now referred to as the 'Vancouver Community Sport Hosting Grant Program' focused on community events held by our local sport organizations.

The Vancouver Community Sport Hosting Grant guidelines (Appendix A) have been revised and approved by Council to support the following events:

1. Local or Regional Sport Tournament
2. New Sport Event Initiative
3. Annual Sport Event

## **DISCUSSION**

All Community Sport Hosting Grant applications are reviewed by a panel comprised of representatives from the Park Board, City of Vancouver and other key stakeholders in the sport hosting community.

This report recommends that for which applications were received in Summer 2018, under the approved 2016 guidelines (Appendix A).

In the Spring 2018 Intake, Council approved \$5000 for the Harry Jerome Track Classic Pole Vault event which was set to take place in June at the ʔxwʔənəq Xwtl'e7énk Square at the Vancouver Art Gallery. Unfortunately, due to equipment availability, this event could not take place in 2018. As such, the grant money was not allocated, and available budget in the 2018 Vancouver Community Sport Hosting Grant Program has been adjusted to reflect that. The applicant will reapply when the event is able to take place in the future.

Staff have recommended that the Vancouver Community Sport Hosting Grant application intakes be adjusted to fit the fiscal year, and have recommended 3 intakes instead of 4 that will align with Council Meeting dates for review and approval of grants within the same fiscal year. As such, the 2018 application dates were adjusted to April, July and October. Notices and information were sent to all applicants, but the messaging to volunteer non-profit organizations is an ongoing process, as there are different seasons in which each sport has capacity and is in full operation. There are 2 applications in this intake where the event will have occurred prior to Council approval.

1. AAA Girls Soccer Provincial Championships (May 31-June1)
2. Sport BC Summer Warm Up (July 1)

In both cases, the applicants has discussed the reasoning for the late application with the Manager, Sport Hosting in advance of the event taking place, and took all measures to still recognize the City of Vancouver and engage both Council and the Vancouver Park Board Commissioners with their event.

The Sport Hosting Advisory Committee has recommended that Council still consider these late applications, with the circumstances being that the dates of the grant intake were adjusted, capacity limitations of the non-profits organizations to respond in the given timeframe, and the availability of budget available for this fiscal year is not oversubscribed. Both events embody objectives of community engagement and still provided applications for review prior to their events taking place.

### ***Summary of Review Panel Recommendations***

In total, the Community Sport Review Panel received six (6) applications; of which, four (4) were local and regional sport tournaments and two (2) are new annual sport events. There was no new sport initiative applications received in this intake.

Summary of events being recommended:

#### **1) Local and Regional Sport Tournaments**

The Beach Volleyball Provincial Championships will take place this August long weekend at Spanish Banks. This national championships qualifier event is an important step in the season for high-performance athletes. Additionally, because there is not a prerequisite qualification to participate in Provincials, all athletes can entire and compete making it inclusive and accessible.

BC Rugby's Vancouver Rugby Festival is entering its fourth year along the HSBC Canada Sevens. This three day tournament kicks off the Canada Sevens week and provides an amateur sporting experience locally as a legacy to the major event that takes place in BC Place Stadium at the end of the week.

The Davis Trading Junior ITF Vancouver Championships is a G3 International Tennis Federation event hosted as part of the Stanley Park Open. This tournament is the second highest ranked international junior event hosted in Canada. This event draws 150 of the top ranked players from around the world.

The AAA Girls Soccer Provincial Championships is a BC School Sports event that was secured in 2018 through a bid by the Vancouver Secondary Schools Athletics Association. Hosted at UBC and Jericho Park this past May, this event saw over 320 athletes on 16 teams from around the province.

2) New Sport Initiatives

No new sport initiative applications were received.

3) Annual Sport Events

Notre Dame Regional Secondary has proudly hosted the Senior Girls BC Catholics Volleyball Tournament for the last 26 years. This highly competitive tournament invites Catholic Secondary Schools from across BC to participate. Not only does this anticipated event draw many teams across BC, it also draws in a large amount of spectators from these schools and well as in our community.

The Sport BC Summer Warm-Up is set for July 1st – Canada Day – and will feature family fun and participation through sport. It will take place on the newly renamed šxʷlənəq Xwtl'e7énk Square at the Vancouver Art Gallery and at Robson Square, experienced local athletes, instructors and coaches from the sport industry will provide instruction and an opportunity to learn new skills.

A table summary of the review panel's recommendations can be found below.

Organization	Event	Location/Venue	Date	Grant Requested	Grant Recommended	Notes
<b>LOCAL OR REGIONAL SPORT TOURNAMENT</b>						
Volleyball BC	Beach Provincial Championships	Spanish Banks East	August 4-5, 2018	\$10,000	\$5,000	This event will take place this August long weekend at Spanish Banks. Because there is not a prerequisite qualification to participate in Provincials, all athletes can entire and compete making it inclusive and accessible. This championships serves as a national qualifier.
BC Rugby	Vancouver Rugby Festival	UBC, Connaught Park and BC Place	March 7-9, 2018	\$25,000	\$15,000	Created as a legacy to coincide with the Canada Sevens, this event is entering its fourth year. This three day tournament kicks off the Canada Sevens week and provides an amateur sporting experience locally.
Vancouver Secondary Schools Athletic Association	AAA Girls Soccer Provincials (BC School Sports)	UBC, Jericho Park and University Hill Secondary	May 30-June 1, 2018	\$5,000	\$5,000	This is a BC School Sports event which was secured through a bid by the Vancouver Secondary Schools Athletics Association. Hosted at UBC and Jericho Park this past May, this event saw over 320 athletes on 16 teams from around the province.
Tennis BC	2018 Davis Trading Junior ITF Vancouver Championships	Stanley Park Tennis Courts	July 7-14, 2018	\$10,000	\$8,000	This event is a G3 International Tennis Federation event hosted as part of the Stanley Park Open. This tournament is the second highest ranked international junior event hosted in Canada. This event draws 150 of the top ranked players from around the world.
Local or Regional Tournament Sub TOTAL				\$50,000	\$33,000	
<b>ANNUAL SPORT EVENT</b>						
Notre Dame Regional Secondary (Catholic Independent Schools of Vancouver)	BC Catholics Senior Volleyball Tournament	Notre Dame Regional Secondary	October 25-26, 2018	\$5,000	\$3,000	This highly competitive tournament has been hosted for 26 years and invites Catholic Secondary Schools from across BC to participate. Not only does this anticipated event draw many teams across BC, it also draws in a large amount of spectators from these schools and well as in our community.
Sport BC	Sport BC Summer Warm-Up	ᓄᓐᓇᓇᓇ Xwtl'e7énᓄ Square at the Vancouver Art Gallery and Robson Square Rink	July 1, 2018	\$5,000	\$5,000	The Sport BC Summer Warm-Up is set for July 1st – Canada Day – and will feature family fun and participation through sport. It will take place on the newly renamed ᓄᓐᓇᓇᓇ Xwtl'e7énᓄ Square at the Vancouver Art Gallery and at Robson Square, experienced local athletes, instructors and coaches from the sport industry will provide instruction and an opportunity to learn new skills.
Annual Sport Events Sub TOTAL				\$10,000	\$8,000	
<b>TOTAL</b>				\$60,000	\$41,000	

**Implications/Related Issues/Risk (if applicable)**

**Financial**

This report recommends approval of six (6) Community Sport Hosting Grants totalling \$41,000. The source of funding is the 2018 Vancouver Community Sport Hosting Grant Program Budget.

The available balance of the 2018 Vancouver Community Sport Hosting budget is \$204,929. Upon approval of this report, the remaining balance will be \$163,929.

The table below outlines the available funding for the Vancouver Community Sport Hosting Grant Program.

<b>Total 2018 Community Sport Hosting Grant Budget</b>	<b>\$244,729</b>
<i>Less: Five (5) Winter 2017/2018 Grants – RTS12331</i>	(\$30,200)
<i>Less: Four (4) Spring 2018 Grants – RTS12373</i>	(\$14,600)
<i>Add: Cancelled event from Spring 2018 Intake (as referenced in discussion above)</i>	\$5,000
<b>Total 2018 Grant Balance Available</b>	<b>\$204,929</b>
<i>Less: Six (6) Summer 2018 Grants – included in this report</i>	(\$41,000)
<b>TOTAL 2018 Balance Remaining</b>	<b>\$163,929</b>

**CONCLUSION**

The Sport Hosting Grant Program review panel recommends that Council approve grants totalling \$41,000 as outlined in the body of this report. The recommendations are the product of a comprehensive and thoughtful review process consistent with the policy and guidelines approved by Council.

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## **VANCOUVER COMMUNITY SPORT HOSTING GRANT PROGRAM**

### ***About***

The Vancouver Community Sport Hosting Grant Program assists sporting, community and event organizations to deliver sport events in Vancouver. The program through the Local and Regional Sport Tournament Grant, New Sport Event Initiative Grant and the Annual Sport Event Grant categories, provides funding support for events that are local or regional level and are supported or sanctioned by a recognized BC Provincial Sport Organization.

The City's role is to provide support and facilitate sport events, rather than directly produce or host events, except in the most exceptional circumstances.

### ***Why is the City of Vancouver funding these grants?***

The Vancouver Community Sport Hosting Grant program is designed to encourage:

- The development and retention of local sport events and tournaments in Vancouver that enhance the priorities of the Healthy City Strategy, the Vancouver Sport Strategy and the Sport Hosting Vancouver Action Plan;
- Local sport organizations to provide quality sport events to their members;
- Local sport organizations to build their event hosting capacity, increasing opportunities to host an attract larger major or international events in future years;
- Participant attendance from outside Vancouver which contributes to the city's economic prosperity;
- Opportunities for Vancouver teams and individuals to compete on home soil;
- Participation at the community level for a range of sports and abilities;
- Volunteer development in hosting quality events in Vancouver

### ***Who can apply?***

Basic eligibility:

- Local and provincial not-for profit organizations in existence for more than 1 year
- Must be in good standing with the City of Vancouver and the Vancouver Park Board
- Sport event must take place in Vancouver

What is not eligible?

- Professional events hosted by for-profit organizations
- Sport events hosted outside of the City of Vancouver
- Funding for playoffs and leagues games are not eligible for funding
- Sport events that are organized for the primary purpose of fundraising
- Sport events that have already been hosted\* (*unless otherwise discussed with the Manager, Sport Hosting in advance of hosting the event – unforeseen circumstances to application intake dates will be reviewed*)
- Sport events that receive funding from the Sport Hosting Vancouver – Sport Tourism Development Fund

## **WHAT TYPE OF LOCAL SPORT EVENTS WILL BE FUNDED?**

### ***Grant types***

This program includes three grant categories. Grants are for operating costs only, and cannot be used for capital projects, prize money, to advance a profit venture or advance activities of the host.



1. Local or Regional Sport Tournament Grant (organized sport competitions)
  - For community-based events that have a smaller operating budget
  - For sanctioned provincial or regional championships
  - Funds a maximum of 30% of total gross operating budget
  - Grant covers operating costs only
  - Funding will not normally exceed \$10,000
2. New Sport Event Initiative Grant (capacity building)
  - New ideas and first time projects that further sport hosting objectives including volunteer development, community engagement, and sport development
  - The proposed sport event should serve the mission and objectives of the Vancouver Sport Strategy and align with the Healthy City Strategy
  - Funds a maximum of 50% of total gross operating budget of the event
  - Funding will not normally exceed \$5,000
3. Annual Sport Event (sustainable sport)
  - For recurring annual community sport events
  - Sport events that reach, encourage, and draw community-wide participation
  - Annual grant will not exceed 30% of total gross operating budget in a given year
  - Up to 3 years funding (Funding will not normally exceed \$15,000 over 3 years)

***What costs will NOT be funded?***

For all grant categories, the following costs will NOT be funded:

- staff wages and administration costs
- appearance fees and prize money
- private or commercial adventures
- sport events that are organized for the primary purpose of fundraising (ie. charity run for a cause)
- capital costs (ie. purchase of office equipment)

**PROCEDURE**

***How to apply?***

Applications must be submitted using the official applications forms (electronic versions). Please submit main application using the Word Doc, do not PDF the application.

You can submit supporting documentation as PDFs.

Organizations are not encouraged to spend funds on the design and production of elaborate presentation material.

***When to apply?***

Applications can be made 4 times a year. Please note that applications need to be made at least 3 months (90 days) prior to the date of the sport event or commencement of the sport event initiative. Exceptions to this requirement will be made only with the approval of the Manager of Sport Hosting Vancouver.

**ASSESSMENT PROCESS**

***Who reviews the applications?***

To award community sport hosting grants, the City uses a blended approach to assessment grant applications. Applications are assessed by a Sport Hosting Review Panel:

- Local sport peers, who are members of the assessment committee
  - 1 Provincial Sport Organization representative
  - 1 Major sport event organization representative
  - 1 representative that has extensive experience in sport marketing and sponsorship
  - 1 representative from the sport tourism industry
- City staff – Manager, Sport Hosting from the City Manager’s Office
- Park Board staff – Manager, Business Development

The Sport Hosting Review Panel report recommendations of grants to City Council for a final decision.

### **ASSESSMENT GUIDELINES**

What we look for:

- Community support
- Accessibility of the event
- Potential to build a stronger, healthier and engaged community
- Free or affordable event participation
- Strong event planning, management and evaluation
- Approved licenses and permits
- the extent to which the sport event is open to the public as opposed to limited or restricted to the members of the and affiliated groups is an important consideration
- The extent to which the sport event contributes to or supports City Council’s priorities
- Sound financial plan (business plan) including details on all other secured and unsecured revenue sources, type and extent of short and long term economic impact
- Best practices of environmental sustainability are integrated into the event and degree of environmental enhancement

### ***City of Vancouver Recognition***

Organizations that receive funding will be required to acknowledge the City’s support in all of their information materials, including publications and programs related to the funded activities. If the logos of other funders are used in an acknowledgement, the City Emblem and Park Board logo (if the event takes place in a Park Board facility) should similarly be represented. The logo use guidelines will be sent to the main contact of the organization upon receipt of a sport hosting grant.

### ***Post-event report***

A post event report is required within 60 days of the completed sport event. The report should outline the evidence of use of funds according to the initial request. A final report template will be provided to the main contact of the organization upon receipt of a sport hosting grant. Failure to provide this report will result denial of future funding support from this grant program. The City of Vancouver reserves the right to withhold or reclaim funds and to decline any subsequent application for funding through the Vancouver Community Sport Hosting Grant program. Any unused portions of the local sport event grants must be returned to the City of Vancouver, not later than the date of submission of the post event report.

### **CONSULTATION**

#### ***Who to Speak With Regarding a Grant?***

Prior consultation with City Staff is encouraged. Eligibility for support cannot be assured if the City is not consulted before a bid is launched or an event is secured.

For questions regarding the Vancouver Community Sport Hosting Grant Program please contact: [Sporthosting.grant@vancouver.ca](mailto:Sporthosting.grant@vancouver.ca)

