



CITY POLICY

POLICY NUMBER: C175

REFERENCE:

Council Minutes, 1981 01 27, Page 434
Commissioner's Ref. #14924, 1980 11 26

ADOPTED BY:

City Council

SUPERSEDES:

NEW

PREPARED BY:

DATE: 1981 01 27

TITLE: Assistance to Organizations Hosting International Sporting Events

Policy Statement:

The City may provide assistance in hosting international sporting events in the City of Edmonton.

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The purpose of this policy is to: formalize procedures for providing assistance to organizations wishing to host national/international sporting events in the City of Edmonton.

Define "Organization" as being a body that is incorporated under Provincial or Federal Legislation relating to non-profit organizations.

"International Sporting Event" as being an event authorized by the National/International Sports Government Body. (The endorsement of the Provincial Association is also required).



CITY PROCEDURE

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1. DEFINITIONS (See Policy Page)

2. RESPONSIBILITIES

2.01 City Council to:

- (a) Approve assistance to organizations hosting international sporting events.
- (b) Approve the International Sports Hosting Fund budget.

2.02 Commission Board to:

- (a) Review requests for assistance as submitted by the Co-ordinator, International Events.
- (b) Recommend assistance to be provided and submit recommendations to City Council for consideration.

2.03 Co-ordinator, International Events

- (a) Review all applications from organizations requesting financial assistance for hosting international sporting events in the City of Edmonton (Attachment I).
- (b) Review applications and submit reports to the Commission Board,
- (c) Act as a liaison between the applicants, the Commission Board and City Council.
- (d) Notify applicants of City Council's decisions.
- (e) Submit requests for processing cheques to the General Manager, Executive Services.
- (f) Submit annual budgets for the International Sports Hosting Fund through Executive Services.
- (g) Maintain records of applications.
- (h) Attend Commission Board, Economic Affairs Committee (Budget meeting) and City Council meetings as required, to answer questions on assistance.

2.04 General Manager, Executive Services to:

- (a) Process cheques on written notification from the Co-ordinator, International Events.
- (b) Maintain a financial record of the International Sports Hosting Fund.



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3. PROCEDURES

3.01 Applications

Organizations will submit all requests for financial assistance in hosting international sporting events to the Co-ordinator of International Events.

3.02 Evaluation

When evaluating the application for assistance the following criteria will be used:

- (a) Benefits to the City of Edmonton:
 - (i) financial – tourist dollars etc.
 - (ii) national and international recognition
 - (iii) facilities
- (b) Economic viability of event.
- (c) A clear indication of the involvement of other governments must be indicated.
- (d) Scope of organizing committee.
- (e) An indication that the City would not be held responsible for any deficits.

3.03 Funds

- (a) The International Sports Hosting Fund will be a PPBS Program in the Executive Services Department.
- (b) The City will provide assistance for hosting international sporting events as follows:

<u>Funding Request</u>	<u>Backer</u>	<u>Amount</u>
1. Athlete Transport (External)	Participating country	100%
2. Canadian Athlete Transport to site	Federal Government	100%
3. Facilities (New and up-grading of existing)	Federal Government	33 1/3%
	Provincial Government	33 1/3%
	Municipal Government	33 1/3%



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4. Operations of Events	Federal Government	25%
	Provincial Government	25%
	Municipal Government	25%
	Host	25%

4. ATTACHMENTS

- I Information Requested from Organizations Applying for assistance in Hosting an International Sporting Event.

INFORMATION REQUESTED FROM ORGANIZATIONS APPLYING FOR ASSISTANCE IN HOSTING INTERNATIONAL SPORTING EVENTS

1. Name and address of organization.
2. Name address and telephone number of the individual to contact.
3. Amount of assistance requested.
4. Details of any previous application made to the City for assistance in hosting an international sports event.
5. Letter from the International Sports Governing Body officially endorsing the event and/or bid for the hosting.
6. The number of athletes, coaches and officials expected to attend.
7. The list of countries expected to be represented.
8. A detailed statement of the facilities requested for the event and any alternations required to them.
9. A detailed budget including the proposed source of funds.

This policy is subject to any specific provisions of the Municipal Government Act or other relevant legislation or Union Agreement.



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10. Written agreement in principle from other sources of funds, especially other levels of government to support the event.
11. A detailed statement of the benefits to be gained by hosting the event in the City of Edmonton.