

**EXECUTIVE COMMITTEE OF COUNCIL**

**TO:**            *MAYOR AND COUNCILLORS*

**SUBJECT: SPORT HOSTING GRANT PROGRAM REVISIONS**

**RECOMMENDATION:**

**THAT** the Sport Hosting Grant Program outlined in the report titled “Sport Hosting Grant Program Revisions” dated April 3, 2024, be approved;

**THAT** the amount of \$75,000 in the Parks, Recreation and Culture annual operating budget be used to fund the Sport Hosting Grant Program, as outlined in the report; and

**THAT** the “housekeeping” items related to the previous Parks, Recreation and Culture Commission Policy Manual, be approved as outlined in this report.

**REPORT**

The Executive Committee of Council, at its meeting held on April 3, 2024, received and adopted the attached report seeking Council approval for the proposed Sport Hosting Grant Program.

On behalf of the Executive  
Committee of Council,

Councillor S. Dhaliwal  
Chair

Councillor P. Calendino  
Vice Chair

**TO:** EXECUTIVE COMMITTEE OF COUNCIL (ECC)  
**FROM:** GENERAL MANAGER PARKS, RECREATION AND CULTURE  
**SUBJECT:** **SPORT HOSTING GRANT PROGRAM REVISIONS**  
**PURPOSE:** To seek approval for the proposed Sport Hosting Grant Program.

## **RECOMMENDATION**

**THAT** the Sport Hosting Grant Program outlined in the report titled “Sport Hosting Grant Program Revisions” dated April 3, 2024, be approved;

**THAT** the amount of \$75,000 in the Parks, Recreation and Culture annual operating budget be used to fund the Sport Hosting Grant Program, as outlined in the report; and

**THAT** the “housekeeping” items related to the previous Parks, Recreation and Culture Commission Policy Manual, be approved as outlined in this report.

## **1.0 POLICY SECTION**

The Sport Hosting Grant Program outlined in the report aligns with the goals and values in the Corporate Strategic Plan (2017), Social Sustainability Strategy (2011), Burnaby Economic Strategy (2017), Healthy Community Policy (1991), and the Benefits Based Approach (2023).

## **2.0 BACKGROUND**

At the March 6, 2024 Executive Committee meeting, staff presented a report outlining a proposed Sport Hosting Grant. The Committee referred the item back to staff with specific edits to be incorporated and requested the Hosting Grant be brought back to the Committee for another review once those edits were finalized.

## **3.0 GENERAL INFORMATION**

Staff have incorporated the feedback from the Committee as follows (Attachment 1):

- The additional level of “regional tournament” has been added to the criteria;
- The levels of funding for national, western Canadian, provincial and regional have been updated;
- The definitions of these tournaments have been updated.

The proposed Sport Hosting Grant Program will generally be administered as follows:

- Staff will bring forward a report to the Executive Committee with a summary of the vetted tournament applications and recommendations for funding to be forwarded to Council for approval;
- Using the Benefits Based Approach, the grant criteria will include the requirement for an organization to demonstrate direct benefit to Burnaby residents. This benefit may take the form of impacting economic development through tourism, assisting low-income families with tournament fees, etc.
- There will be two grant intakes per year.

**3.1 Housekeeping Items:**

Fundraising events previously governed through the Commission Policy Manual, such as the Terry Fox Run, and the CUPE and Burnaby Firefighters Charitable Golf Tournament are proposed to be managed through the Community Grants Policy moving forward. Playground grants are also proposed to be brought forward through the Executive Committee of Council. In addition, a day recognized nationally or provincially with cultural or historical significance that is organized by non-profit groups such as Remembrance Day, is proposed to be considered under the Festivals Burnaby grant program. If the proposed Grant program is approved, staff will update the Fees and Charges bylaw to reflect the changes in governance noted in this report.

**4.0 COMMUNICATION AND COMMUNITY ENGAGEMENT**

Staff are proposing that the Sport Hosting Grant Program would take effect for tournaments planned on January 1, 2025, and beyond. The timeframe is proposed to support community organizations in their tournament planning schedules as tournament budgets are planned well in advance. The timeline would allow staff to fully communicate the new funding processes to all community organizations impacted.

**5.0 FINANCIAL CONSIDERATIONS**

Currently, funding for fee waivers is provided from the PRC operating budget with a maximum of \$75,000 set aside annually. Staff are proposing this budget line be used to support approved applications under the proposed Sport Hosting Grant Program.

Respectfully submitted,

Mary Morrison-Clark, General Manager Parks, Recreation and Culture

**ATTACHMENTS**

Attachment 1 – Sport Hosting Grant Guidelines & Application

**REPORT CONTRIBUTORS**

This report was prepared by Leana Campbell, Administrative Assistant, and reviewed by Noreen Kassam, Deputy Chief Administrative Officer, Juli Halliwell, General Manager Corporate Services, Sharon Wishnowsky, Solicitor, and Rebecca Thandi, Director PRC Strategic Initiatives.