

## Purpose

The purpose of the Young Champions Fund is to provide youth residing in Clare with support to represent their community at a provincial, regional, national, or international level of competition.

## Definitions

**Youth:** An individual 25 years of age and under, or 35 years of age and under if participating in Special Olympics, and residing full-time within the Municipality of Clare

**Fiscal Year:** Begins on April 1 and closes on March 31.

**Competition:** Any officially recognised competition in sport, culture, or the arts in which results are measured and recorded.

**Equity-Deserving Groups:** Communities that historically and traditionally face systemic barriers to equal access, opportunities, and resources due to discrimination. Key groups include Indigenous Peoples, women, persons with disabilities, members of 2SLGBTQI+ communities, and racialized people/visible minorities.

**Individual:** for the purposes of this program, an individual fits at least one of the following

- The only participant/sole representative from Clare for the event outlined in the application.
- You are a member of a team where no other team members will be requesting funding from the Youth Champion Fund for the same event.
- You are a member of a team that has not received any funding from the Youth Champion Fund this fiscal year.

### Group/Team:

- The majority of team members are currently living full-time within the Municipality of Clare.
- Is not limited to team sports. It can refer to multiple individuals competing on behalf of the same club.
- A club, team, or group consisting of two or more participants that will be competing together. This can mean multiple individuals from a club selected to represent a provincial or national team.

## Eligibility

Any individual or group is only eligible for the Youth Champion Fund once per fiscal year (April 1 to March 31).

Any member of a team or group who was awarded funds is not eligible to apply as an individual.

The municipality reserves the right to refuse to grant funding to those owing monies to the Municipality of Clare.

The event in the application must only be a recognized sanctioned event at the Provincial, Regional, National, or International level for which the applicant has won their way. Practices, qualifying rounds, invitationals, and showcase-style events are not eligible.

# Young Champions Fund – Applicant Guide



## Applicants

Applicants must meet the following criteria:

- The individual / team is currently residing full-time within the Municipality of Clare
- All team members or individuals are 25 years of age and under, unless applying for a Special Olympics event.
- Applicant must submit a full and complete application.

A separate application is available for those applying as a group or team.

## Expenses

Eligible Expenses Include:

- Travel (Gas receipts, Flights, Ferries, Train)
- Accommodations
- Car rentals & Taxi services
- Competition Registration fees
- Meals

Expenses that are **NOT** Eligible:

- Expenses related to practices or qualifying rounds
- Expenses related to showcases or invitationals
- Any expenses for coaches, guardians, or chaperones (only athlete expenses are eligible)
- *Jeux de l'Acadie* competitions or events
- Memberships or club fees
- Sports equipment or uniforms

## Application Procedure

1. Applications are reviewed monthly for events happening in the upcoming 90 days. If your event is in 30 days or less, please contact the Recreation Manager directly to see if special arrangements are possible.
2. For guidance and support on completing and submitting your application, reach out to the Recreation Manager directly.
3. Applications received are reviewed by a committee monthly. Applications are graded and evaluated before a decision is made.
4. Once a decision has been made, the contact person on the application will be advised of the decision. This includes a letter informing the applicant of the exact amount granted. Applicants should not anticipate the maximum eligible amount. Actual amount granted is determined by review committee.
5. Keep a record of all eligible expenses, you will need to submit your receipts for reimbursement.

## Reimbursement Procedure

1. After the event has passed, your reimbursement can be submitted.
2. Your reimbursement submission shall include:
  - a. All receipts for eligible expenses
  - b. The results for the competition
  - c. A photo of the athlete at competition
3. Your deadline for submission for reimbursement will be detailed in your acceptance letter. Failure to submit before the defined deadline will result in no reimbursement being issued.
4. Submit your reimbursement package to the Recreation Manager.

Contact: 1185 Highway 1, Little Brook, NS B0W 1M0 | 902-769-2031 | [recmanager@munclare.ca](mailto:recmanager@munclare.ca)