**Revised and approved: December 7, 2020**

**Leadership Grant** **Policy**

**GUIDELINES**

**Objectives:**

Provide financial support to help with the development of Alberta orienteers as leaders in the sport and to raise the profile of the sport.

**Leadership Grant (previously “Orienteering and Learning Development Grant”):** Encourage AOA members to attend or present courses, clinics, workshops, and conferences (either in Alberta or outside Alberta) that develop officials, coaches, mappers and/or club leaders.

**Definition of Eligibility**

* Applicant must be an AOA member in good standing for the current membership year.
* List evidence of active volunteering that supports Alberta orienteering (such as coaching, organizing or helping at events, writing article(s) for the newsletter, or presenting at the AOA Retreat or AGM, etc.) during the calendar year of the grant application.
* Leaders need to accumulate **10 points (within the year of the application)** from the following categories to qualify for the leadership grant:
1. **Volunteering**
One point for every hour of volunteering for an Alberta-based orienteering club, the AOA or Orienteering Canada

Examples:

* + 4 points for organising a Wednesday evening event
	+ 2 points for writing an article for the EOOC, FWOC or AOA newsletter
	+ 0.5 points for picking up controls
1. **Paid work**

One point for every two hours of paid work for an Alberta-based orienteering club or the AOA.

**Important General Information**

1. Grant application deadline is Dec 1 every year.
2. Grant amounts: The AOA board will be responsible for determining budget amounts available for all grants every year. Funds available for grants are dependent on available funds in any given funding year. Funds distributed through the AOA shall not exceed the budget amounts. Therefore, pro-rating may be required, in which case applicants would not receive the full amount of their eligible funding.
3. **A maximum of $250 will be awarded per applicant**. If the budget total is exceeded, the grant amounts will be pro-rated.
4. Applicant cannot apply for this grant if receiving funds from another source (e.g. an orienteering club) for the same course.
5. AOA Board reserves the right to accept or reject applications for any of the grants.
6. The decision of the AOA Board is final.

All applications are to be returned by email to: info@orienteeringalberta.ca or to the AOA Office by Dec 1st; all applications received after the deadline will not be considered.

(MS Word format with typed tame instead of signature is accepted with email submission.)

**Alberta Orienteering Association**

**PO Box 1576**

**Cochrane, AB T4C 1B5**

**Alberta Orienteering Association**

**Leadership Grant Application form**

**20….**

To be completed **in full** by the member and returned to the Alberta Orienteering Association

**PERSONAL INFORMATION**

 Last name: Given name:

|  |  |
| --- | --- |
| Address:  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| City:  |  | Prov.: |  | PostalCode |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Telephone:  |  | Email:  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| No |  | Yes |  |

**Have you been a member of an Alberta orienteering club for at least 5 consecutive years?**

**If the answer above is “no”, have you been residing in the province for at least 12 consecutive months at the time of the grant application?**

|  |  |  |  |
| --- | --- | --- | --- |
| No |  | Yes |  |

|  |  |  |  |
| --- | --- | --- | --- |
| No |  | Yes |  |

Are you a member of an Alberta Orienteering Club for the current membership year?

Have you applied or received any other grant for the same event(s)

|  |  |  |  |
| --- | --- | --- | --- |
| No |  | Yes |  |

**TRAINING NFORMATION**

|  |  |
| --- | --- |
| Name of your home club:(The club you represented during the competitive year) |  |

**List of Courses, clinics, workshops, conferences etc.**Please fill out this form listing all courses, clinics, workshops, conferences, etc. you attended in 20…

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date****(Month/Year)** | **Name of the course, clinic, workshop, conference etc.**  | **Location** | **Expenses List(Registration, travel, mileage)** | **Cost of the expenses** | **Receipts provided** |
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| Total:(max $250) |  |

**List evidence of active volunteering (such as coaching, organizing events, writing newsletter articles, presenting at AOA Retreat, etc.) within the year of the grant application.**

|  |  |  |
| --- | --- | --- |
| **Date****(Month/Year)** | **Active Volunteering** | **Location** |
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**Applicant’s Signature (or type your name) Date**