



Toronto Emerging Athletes Mentorship (TEAM) Fund

Application Process and Form

What is the TEAM Fund?

Background

The **Toronto Emerging Athletes Mentorship (TEAM) Fund** has been created by the **Toronto Sports Council**, a not-for-profit volunteer organization whose purpose is to enhance sports experiences in the City of Toronto.

The **TEAM Fund** is a legacy of the 2012 Ontario Summer Games that were hosted by the City of Toronto with the **Toronto Sports Council (TSC)** playing an important role. A key objective for the **TSC's** involvement in the planning of the Ontario Summer Games was to 'build the base' for the future. And given the success of the Games, the **TSC** is fulfilling this goal by creating the **TEAM Fund**.

The **TEAM Fund** grant is intended to assist the athlete gain access to the 'next level' of training, equipment and competitions with a competitive club or league. (The competitive club or league is called the "mentoring" organization in the application form). Toronto-based athletes can apply for an annual grant of up to \$2,000.00. The monies will cover expenses related to training and competition and be administered by the athlete's competitive ("mentoring") club. The details on eligibility and the application form are outlined below.

Toronto Emerging Athletes Mentorship Fund Committee

The Committee overseeing the **TEAM Fund** is comprised of:

Nancy Lee
Joanna Basen
Jeff Carmichael
Molly Killingbeck (Chair)
Heather Mitchell (TSC Board Chair)
Paul Morrow
Monique Phillips
John Wilkinson (TSC Board Member)
Anne Warner
Brian Woodhouse

Who can apply?

Eligibility Criteria

- a) The **TEAM Fund** grant is for Toronto-based youth who have demonstrated the ability to excel in a particular sport and need financial assistance to continue pursuing excellence.
- b) The applicant is currently participating in this sport at school, at a YMCA, a local sports club/league or a Boys and Girls Club. (This type of organization is called the “feeder” organization in the application form).
- c) Applicants must include a letter of support from the feeder organization as part of the application documents.
- d) The grant will enhance the emerging athlete’s abilities with the goal that one day he or she will be able to compete at a provincial, national or international level. For those familiar with “Canadian Sports for Life (CS4L)”, this equates to the athlete wanting to ‘learn-to-train’, ‘train-to-train’ and ‘train-to-compete’. The applicant must demonstrate the intent and the ability to compete in his or her sport.
- e) The applicant must be between the ages of 11 and 18 years of age at the time of application.
- f) The applicant must be attending a recognized educational institution or program.
- g) The applicant must reside in Toronto and be a Toronto-based athlete at the time of application and throughout the relevant grant year. (Consideration will be given to athletes whose sport requires the use of facilities outside the city).
- h) The applicant’s sport must be part of one or more of the following major sports events at the time of application:
 - Canada Winter/Summer/Parasport Games
 - Ontario Winter/Summer/Parasport Games
 - Pan/Parapan American Games
 - Commonwealth Games
 - International Federation hosted World Championship
 - Olympics / Paralympics
- i) As part of the application process, the “mentoring” competitive club or league must participate in completing the application form. This is important, as it will be the mentoring club that receives and administers the monies on behalf of the athlete and his or her family.
- j) The mentoring club must provide the following:
 - evidence of expertise in the athlete’s designated sport (e.g. the National Coaching Certification Program qualifications, training and certification specific to athlete’s area of development);
 - be able to provide access to facilities and a comprehensive training program which will meet the advanced training needs of the athlete;

- be able to prepare a financial statement to support disbursement of grant monies; and
 - be willing to undertake the mentoring role and to be part of the application process.
- k) Athletes who are receiving sports-related funding at the time of application and throughout the relevant grant year from government sources are not eligible to apply for the TEAM Fund. e.g. “Quest for Gold”

How do you apply?

Application Process

- a) Application forms are at the bottom of this document or available online at www.torontosportscouncil.ca.
- b) The application is to be completed by the athlete and his/her family, the feeder sports organization and the mentoring sports organization. If the athlete is not currently affiliated with a mentoring sports organization (i.e. a competitive club) but is supported in the application by the feeder organization (example, high school or YMCA) a request to the Toronto Sports Council to assist in locating a potential mentor organization may be made. Please contact Jeff Carmichael (jeff@torontosportscouncil.ca) of the Toronto Sports Council prior to submitting your application if you require a mentor organization.
- c) The application deadline for the 2018 grant year is: November 30, 2017.
- d) The athlete must meet all of the eligibility criteria.
- e) The privacy of the applicant and the organizations is important to the Toronto Sports Council. The TSC will take reasonable measures to ensure the security of personal information.

Successful Applicants

All submitted applications will be reviewed and the TEAM Fund Selection Committee will make a decision on the successful applicants. Decisions by the Committee are final. Successful applicants will be notified directly. An announcement of the Committee’s decision will be posted on the Toronto Sports Council website (www.torontosportscouncil.ca).

Grant Specifications

- a) The TEAM Fund Selection Committee will determine the grant amount awarded to any one athlete. It shall not exceed \$2,000.00 to any one athlete in a given year.
- b) Grants are awarded for one year. Recipients who demonstrate successful progress may re-apply in subsequent year; however selection for future grants is neither promised nor guaranteed.

- c) Grants shall be used to cover registration fees, competition entry fees, transportation, equipment or uniforms, meals at competitions or accommodation for out-of-city competitions. Grant monies can only be spent on the individual athlete. Funds must be spent as outlined in the application and as agreed to in writing by the TEAM Fund Committee.
- d) Grant monies for each athlete shall be managed by the sports mentoring club. The sports mentoring club shall submit a financial record, including supporting documents (i.e. receipts etc.) to the TEAM Fund Committee at the end of the grant year, accounting for disbursement of the grant monies.
- e) Grant recipients are required to submit a mid-year and end-of-year report explaining how the grant monies have assisted the athlete in his/her athletic endeavours. The mid-year report is due by June 15th, 2018. The end-of-the-year report is due by date December 15th, 2018. To be submitted to Jeff Carmichael at **TSC**.

Reporting and Grant Evaluation

- a) The TEAM Fund Committee will conduct an annual review and evaluation of the Grant program including the application process and selection criteria.
- b) The annual Financial Report of the TEAM Fund will be posted on the Toronto Sports Council website (torontosportscouncil.ca).
- c) The TEAM Fund Committee reserves the right to request proof of financial need.

When do you apply?

The deadline to submit your application is **November 30, 2017**.



Toronto Emerging Athletes Mentorship (TEAM) Fund

Application Form for 2018 Grant Year

Please read the eligibility criteria (attached document) before completing the application. Information on how to submit the application is listed below. **The deadline for applications is November 30, 2017.**

Please type or print

Section 1	Athlete's Information
SPORT: _____	
First Name: _____	Last Name: _____
Address: _____ _____	
Postal Code: _____	Phone: _____
Email: _____	
Gender: Male: _____ /Female _____	Birth Date: _____ <small>day/ month/ year</small>
School: _____	Grade: _____
Have you previously applied for the TEAM Fund? _____	
How did you hear about the TEAM Fund? _____	
What is your current level of competition? _____	
What was your best result in a competition during the past year? Please include the name of the competition: _____ _____	

Please explain your reason(s) for the application:

Section 2 Parent / Guardian Information

First Name: _____ Last Name: _____

Relationship to athlete: _____

Address: _____

Postal Code: _____ Phone: _____ Cell: _____

Email: _____

Please explain your reason for the application:

Section 3

Mentoring Club/Organization Information

SPORT: _____

Name of Organization: _____

Address: _____

Postal Code: _____ Phone: _____

Email/Web Site: _____

Contact Person: _____ Position: _____

Phone: _____ Cell: _____

Email: _____

Are you affiliated with the Provincial Sport Organization? _____

What is your current level of coaching certification? _____

Please explain how the grant monies will be utilized in support of this athlete and how your organization currently supports athletes with need for financial assistance (see criteria):

Section 4 Feeder Organization Information

SPORT: _____

Name of Organization: _____

Address: _____

Postal Code: _____ Phone: _____

Email/Web Site : _____

Contact Person: _____ Position: _____

Phone: _____ Cell: _____

Email: _____

Please explain why the athlete is being recommended and how your organization currently supports athletes with need for financial assistance:

DECLARATION

We, the undersigned have read and understand the selection criteria and declare that the information provided in this application is factual. We agree to comply with all terms and conditions stated in this document.

Mentoring Organization Authorized Signature: _____

Date: _____

Athlete's Signature: _____

Date: _____

Parent/Guardian Signature: _____

Date: _____

Additional Information

As outlined above, the mentoring sports club must provide the TEAM Fund Committee with an outline of proposed spending as part of the application. If the applicant athlete receives a grant, the grant monies will be dispensed to the mentoring organization for use as indicated in the application form. The mentoring organization is required to submit a financial report, of the actual spending at the end of the grant term.

In accepting the TEAM Fund grant from The Toronto Sports Council, the athlete agrees that his or her name and/or image may be used by the Toronto Sports Council in the promotion and reporting of the TEAM Fund. The athlete also agrees to be available (on a reasonable basis) to the Toronto Sports Council for promotional functions over the twelve-month period of the grant. Athletes' privacy is important to the Toronto Sports Council. **TSC** will take reasonable measures to ensure the security of your personal information.

As noted above, all recipients are required to submit a report at the end of the grant term to the TEAM Fund Committee outlining how the grant assisted him or her in his/her athletic performance.

An athlete who is unable to use the entire grant must ensure the relevant sports mentoring organization returns the balance of the funds to the Toronto Sports Council immediately, and the relevant sports mentoring organization agrees to this provision as a condition of receiving the relevant grant monies. Should an athlete incur significant injury that prevents him/her from utilizing the TEAM Fund grant monies, the relevant sports mentoring organization must inform Jeff Carmichael at the Toronto Sports Council immediately.

Should an athlete test positive for any banned substances, the athlete and the relevant sports mentoring organization must return the entire grant to the Toronto Sports Council immediately.

Application Information

Applications must be mailed or scanned to the Toronto Sports Council no later than November 30, 2017.

The mailing address is: Toronto Emerging Athletes Mentoring Fund Application
Toronto Sports Council
P.O. Box 38521
Toronto, ON M2K 2Y5
Attention: Jeff Carmichael

Scanned applications can be sent to: teamfund@torontosportscouncil.ca

If you have any questions regarding the application, please send them via email to jeff@torontosportscouncil.ca or telephone Jeff Carmichael at 416 224-2216.

Quick Reference Guide for the TEAM Fund Application

Steps to Apply for the TEAM Fund Application

1. Read the TEAM Fund Process (What, Who, Why, When).
2. Read and review the entire TEAM Fund Application Form.
3. Complete the TEAM Fund Application Form:
 - a. Fill out the 'Athlete Information' section and sign the declaration.
 - b. Ask a parent or guardian to fill out the 'Parent/Guardian Information' section and sign the declaration.
 - c. Contact your Mentoring Club/Organization and Feeder Organization to have them fill out their respective section of the application and sign the declaration.
4. Send your completed application form to the Toronto Sports Council by **November 30 2017**, as outlined in the 'Application Information' section of the application form.

Key Terms

Mentor Organization: The competitive club or league through which the funds will be utilized.

Feeder Organization: The organization that provides the basic framework for the athlete's development such as school, a YMCA, a local sports club/league or a Boys and Girls Club.

Provincial Sport Organization: Provincial Sport Organizations (PSOs) are independent, not-for-profit organizations, responsible for delivering programming province-wide. The organization must be recognized by the Ministry of Tourism, Culture and Sport as the official governing bodies for one (or more than one) sport.

Useful Links

Toronto Sports Council: www.torontosportscouncil.ca

Toronto Sports Council, TEAM Fund Page:

http://www.torontosportscouncil.ca/toronto_emerging_athletes_mentorship_team_fund/

Canadian Sport for Life: <http://canadiansportforlife.ca>

Canada Games: <http://www.canadagames.ca/>

International Olympic Committee: www.olympic.org

Commonwealth Games: <http://www.thecgf.com/>