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Sport Canada

SPORT FUNDING AND ACCOUNTABILITY FRAMEWORK (SFAF IV: 2011 - 2015)

NATIONAL MULTISPORT SERVICES ELIGIBILITY CRITERIA

TO ESTABLISH THE ELIGIBILITY OF MULTISPORT SERVICES FOR SPORT
CANADA ASSESSMENT UNDER SFAF IV

OPEN APPLICATION

ORGANIZATIONS (WITH THE EXCEPTION OF NATIONAL SPORT
ORGANIZATIONS AND CANADIAN SPORT CENTRES) CAN APPLY AT ANY TIME
DURING THE FOUR-YEAR CYCLE FOR ELIGIBILITY CONSIDERATION

APPLICATION DEADLINE IS **FEBRUARY 8, 2010** FOR CURRENTLY FUNDED
ORGANIZATIONS IN ORDER TO AVOID INTERRUPTION OF FUNDING UNDER THE
NEXT CYCLE (April 1, 2011- March 31, 2015)

Website address: www.pch.gc.ca/sportcanada
(Electronic version of application package)

E-mail address: CFRS-SFAF@pch.gc.ca
(For general inquiry)

Mailing address: Sport Canada
att: SFAF IV - MSO
15 Eddy Street, 16th floor
Gatineau, QC K1A 0M5

Help line: 819-956-8017 / FAX: (819) 956-8058

INTRODUCTION

The Sport Funding and Accountability Framework (SFAF) is the tool used by Canadian Heritage to identify which services and organizations are eligible to receive Sport Canada contributions under the Sport Support Program - in what areas, at what level and under what conditions. This document addresses national multisport services, including those provided by currently funded Multisport Service Organizations (MSOs).

This is the fourth edition of the SFAF (SFAF IV) – the second to apply to national multisport services – and applies to the funding cycle beginning April 01, 2011 through until March 31, 2015. The SFAF consists of four stages: Eligibility, Assessment, Funding and Accountability. Decisions to provide funding to an organization for the provision of a service(s) are made upon completion of the Eligibility and Assessment portions of this process.

The first stage in the SFAF process is Eligibility. In addition to being the entry point to the SFAF process, Eligibility provides direction and information on the service areas of interest to Sport Canada, and the requirements that must be achieved in order to be considered for funding through the Sport Support Program.

There are two parts to Eligibility for national multisport services. The first identifies specific services in the Canadian sport system of particular importance to Sport Canada in advancing its mandate and strategic priorities. The second part of Eligibility consists of the different requirements that organizations must meet in order to proceed to the Assessment phase of the SFAF.

The first part of Eligibility identifies the services which will be considered for eligibility purposes. In particular these services must contribute significantly to the Canadian sport system, while remaining distinct from and complementary to the work of National Sport Organizations (NSOs), Canadian Sport Centre's (CSCs), other National Multisport Service Organizations (MSOs) including bidding and hosting organizations. Services being considered for eligibility purposes under this edition of the SFAF for national multisport services are organized according to two different areas: Designated Services (where a specific service is identified); and Complementary Services (where an area of interest is indicated, which may be short or long term).

Application for Eligibility consideration under this framework is a voluntary process. All organizations, whether previously funded or not, must complete and submit an Eligibility application to access the SFAF process and potentially qualify for Sport Canada funding support for the 2011-2015 funding cycle. Eligibility under the framework does not imply funding, but rather identifies which services are going to proceed to the next step in the process - Assessment.

Organizations leading/coordinating the delivery of multisport services who meet the Eligibility criteria then proceed to the second stage of the SFAF - the Assessment, where resources/standards and interaction, size, scope, performance in the different designated or supporting service areas are evaluated. Assessment results in an overall score and funding reference level according to the contribution to Sport Canada's objectives. Funding reference levels are a planning guide to be used in conjunction with the contribution guidelines. As such, organizations must still apply, according to their reference level, on an annual basis, unless approved for multi-year funding, as per the contribution guidelines, for funding consideration. Upon completion of the SFAF process, funding decisions are made by the Minister.

Note: For Designated Service areas, a four-year funding reference level will be communicated at the end of the Assessment process, in order to facilitate planning. For Complementary Services, a funding reference level for a shorter period of time may be provided, and/or a reference range may be communicated reflective of Sport Canada's interest in the initiative. Meanwhile, Eligibility and Assessment results will remain valid for all funding considerations for the four-year period of the cycle (2011-2015).

COMPLETING THE APPLICATION

Applicant organizations are required to complete and return the entire Eligibility Application form together with any supporting materials as listed in the Annexes.

There are four sections to the Eligibility Criteria:

- Section A - Sport System Advancement identifies the Designated and Complementary Services of interest to Sport Canada.
- Section B - General Criteria outlines the organizational attributes and criteria that must be in place for all Designated and Complementary Services.
- Section C outlines the policy requirement criteria for Designated Services and
- Section D outlines the policy commitment criteria for Complementary Services.

All applicant organizations must complete Sections A and B in addition to either C or D depending on how the service they are providing is categorized in Section A.

The delivery of Complementary Services may benefit from a partnership delivery approach. In the case of a partnership, one eligibility application should be completed by the lead organization for the service.

Additional information related to each criterion within each section has been included in the annexes. Please read the annexes before completing the application. Applicant organizations are responsible for providing any supporting documentation that may be required to complete the Eligibility review. Applicants are encouraged to use the checklist at the end of this document to ensure a complete application is submitted in order to avoid delays in confirming Eligibility.

Section A – Sport System Advancement:

All applicant organizations are requested to complete Section A by selecting which service they are providing /are proposing to provide from those listed. Applicant organizations providing services in more than one area of service are asked to complete **one application form only** and indicate the different services in Section A for which they are applying for Eligibility consideration.

Section B – General Criteria:

All applicant organizations must meet the criteria outlined in Section B.

Section C – Policy Requirements:

This section is to be completed **only** by applicant organizations for services listed in Section A as Designated Services.

Note: Organizations applying for both a Designated Service and a Complementary Service must satisfy the Section C policy requirements.

Section D – Policy Commitments:

This section is to be completed by applicant organizations for services listed in Section A as Complementary Services only. Note: Organizations applying for both a Designated Service and a Complementary service must satisfy Section C policy requirements only.

Annexes:

Several Annexes require applicant organizations to provide additional information in the actual Annex.

Statement of Verification:

Two authorized officers of the applicant organization must sign the Statement of Verification (p.18). When the service is being provided by a number of partners, the lead organization and other partners must sign the Statement of Verification.

Other support materials:

The annexes identify what other materials are required with the Eligibility application form from the applicant organization. This material is also summarized in a checklist at the end of this application document.

ELIGIBILITY DETERMINATION

Each Eligibility criterion will be assessed as: *Met / Not Met*.

Applicants will normally be informed of their Eligibility status within 60 days following receipt of the complete application and supporting documents. A review of Eligibility decisions will be considered on the grounds of incorrect or misinterpreted information only.

Eligibility is an open process; applications can be received at any point during the funding cycle to qualify for assessment for funding.

Please note that Sport Canada reserves the right to modify the Eligibility criteria including the Designated or Complementary Service areas identified in Section A at any time during the funding cycle to reflect changes in Government of Canada priorities.

SECTION A: SPORT SYSTEM ADVANCEMENT – To be completed by all Applicants

Please refer to the annex for additional instructions prior to completing.

Please select which of the following priority services you are providing to members of the Canadian sport community (National Sport Organizations (NSOs), Canadian Sport Centre's (CSCs), other Multisport Service Organizations (MSOs), and/or groups facing barriers to participation.)

DESIGNATED SERVICES

- Dispute resolution services for sport disputes, including education and resources, mediation and arbitration
- Services that advance doping-free sport in support of ethical sport
- National responsibility for coach education and certification (NCCP) services
- Franchise holder for the Canada Games
- Franchise holder for the Olympic Games or Paralympic Games
- Franchise holder for major international games that are pathways to excellence (i.e. Commonwealth, Pan Am, Para Pan Am)
- Sport programming at post-secondary institutions to strengthen sport pathways
- Athlete leadership development - increasing the capacity of athletes to actively participate in and contribute to decision-making in an organizational setting
- Coaching environment services including strengthening quality coach involvement in the Canadian sport system.
- Franchise holder and sport programming services related to the Special Olympics Games
- Franchise holder and sport programming services related to the Deaflympics
- Services to strengthen sport for Aboriginal peoples and to provide national coordination with respect to NAIG
- Services to strengthen the active engagement of women and girls in sport

COMPLEMENTARY SERVICES

- Strengthening Quality and Capacity in the Canadian Sport System e.g.:
 - advancement of an ethical strategy
 - franchise holder coordination
 - summer world university games mission
 - equity and access for groups facing barriers to participation
- Promoting Awareness of the Benefits of Sport Participation
- Sport Knowledge Exchange and Mobilization

All Applicants: Please proceed to Section B

SECTION B: GENERAL CRITERIA - To be completed by all Applicants

Please refer to the relevant annexes for additional instructions prior to completing.

As a sound and viable organization focussed on the delivery of sport services, all applicants must meet these general criteria.

- B1.** The service strengthens the Canadian sport community, through interaction and capacity development with National Sport Organizations (NSOs), Canadian Sport Centres (CSCs), and other Multisport Service Organizations (MSOs) and for groups facing barriers to participation.
- B2.** The service is focused on the practice of sport as defined by the criteria outlined in Sport Canada's definition of sport.
- B3.** The delivery of the service directly promotes technically and ethically sound and safe sport based on and consistent with established NSO Long Term Athlete Development Models and Canadian Sport for Life principles.
- B4.** The applicant organization for the Designated Service has a pan-Canadian jurisdiction and its service activities are national in scope. **AND / OR**

The Complementary Service(s) is/are pan-Canadian in scope or encompass(es) at least 6 provinces and territories across the country or are pilots leading to national delivery.

- B5.** The applicant organization is incorporated under Part II of the Canada Corporations Act, or other relevant federal or provincial/territorial legislation.
- B6.** The applicant organization has a constitution, by-laws and objects that are written and available in both official languages.
- B7.** The applicant organization has independently audited financial statements for each of the last four (4) fiscal years.
- B8.** The applicant organization for the Designated Service has a multi-year plan ratified by the Board of Directors, which includes measurable objectives relevant to the organization's role in service delivery
AND / OR

The applicant organization and service delivery partners (if applicable), for the Complementary Service(s) have agreed to operating plans for the initiative, including budget forecasts.

Applicants for a Designated Service: Proceed to Section C

Applicants for a Complementary Service: Proceed to Section D

Applicants for both a Designated and a Complementary Service: Proceed to Section C

SECTION C: POLICY REQUIREMENTS – To be completed by Applicants for Designated Services OR by Applicants for both Designated and Complementary Services

Please refer to the relevant annexes for additional instructions prior to completing.

Organizations are responsible and accountable for contributing to making sport technically and ethically sound and safe. This commitment is demonstrated through its policies, programs, procedures and practices.

- C1.** The applicant organization has a formal policy outlining its commitment to the provision of services and overall communication in both official languages to its stakeholders and to the public.
- C2.** The applicant organization has formally endorsed the current Canadian Policy Against Doping in Sport.
- C3.** The applicant organization has formally adopted the current Canadian Anti-Doping Program as required by Canada's national anti-doping organization.
- C4.** The applicant organization has a formal policy or policies or equivalent, demonstrating commitment to equity and access, notably for women and girls, persons with a disability and Aboriginal peoples, particularly as it relates to the delivery of the multisport service(s).
- C5.** The applicant organization has a formal policy on harassment and abuse, including procedures for the reporting and for the investigation of complaints.
- C6.** The applicant organization has an internal dispute resolution/appeal process consistent with established principles of due process and natural justice and containing, as applicable, a provision that allows sport disputes to be referred to the alternate dispute resolution services of the Sport Dispute Resolution Centre of Canada.
- C7.** The applicant organization has a leadership structure accountable to its stakeholders through its Board.

SECTION D: POLICY COMMITMENTS – To be completed by Applicants for Complementary Services

Please refer to the relevant annexes for additional instructions prior to completing.

Applicant organizations are responsible and accountable, in the service area, for contributing to make sport technically and ethically sound and safe. This commitment is demonstrated in the design and provision of the service.

- D1.** The applicant organization and partners (if applicable) is/are committed to providing the service in both official languages.
- D2.** The applicant organization and partners (if applicable) is/are committed to the principles and practice of doping-free sport.
- D3.** The applicant organization and partners (if applicable) is/are committed to equity and access, notably for women and girls, persons with a disability and Aboriginal peoples in the delivery of the service(s).
- D4.** The applicant organization and partners (if applicable) is/are committed to an environment free of harassment and abuse and have procedures for the reporting and for the investigation of complaints.

NATIONAL MULTISPORT SERVICES SPORT FUNDING AND ACCOUNTABILITY FRAMEWORK ELIGIBILITY CRITERIA ANNEXES

Annex Section A: Sport System Advancement

Applications for Eligibility will only be considered for the priority services identified in Section A.

Section A identifies specific services and service areas in the Canadian sport system of particular importance to Sport Canada in advancing its mandate and strategic priorities. These services have been classified as either Designated Services or Complementary Services. The services being considered for Eligibility purposes are ones that contribute to the Canadian sport system and are distinct and Complementary to the work of National Sport Organizations (NSOs), Canadian Sport Centres (CSCs) and Multisport Service Organizations (MSOs) including organizations bidding and hosting events under the Hosting Program.

Applicant organizations for **Designated Services** are required to have established expertise and capacity that is national in scope and to be currently coordinating comprehensive programming or services in the designated service area selected to members of the Canadian sport community (National Sport Organizations (NSOs), Canadian Sport Centres (CSCs), other Multisport Service Organizations (MSOs) and/or groups facing barriers to participation.)

Applications for **Complementary Services** will be considered if they contribute to one of the three priority areas identified in Section A.

To ensure maximal complementarity of services with minimal duplication, should more than one organization apply for Eligibility consideration for the same/overlapping service, Sport Canada will make a determination as to which service(s) meet(s) our interest(s). Other special circumstances may be determined on a case-by-case basis.

All applicant organizations are asked to describe their mandate in the space below.

Part 1

Indicate service selected in Section A: _____

Indicate organization's mandate:

Applicants for **Designated Services** are required to provide a brief description of the service they provide relative to the Designated Service selected in Section A.

Part 2

Description of Services Provided (For Designated Services Only)

Applicant organizations for **Complementary Services**, including those applying for consideration for the first time, are asked to briefly describe the service in no more than two pages. Please be sure to include the following information:

- Description of the service including how it links to the goals of the Canadian Sport Policy;
- Describe the objectives/desired outcomes of the services;
- Identify the target group(s) for the service; and
- Outline of the roles and responsibilities of the different partners (if applicable).

Note: this is referred to as “Part 3” in the checklist at the end of the application document.

ANNEX B1: Strengthens the Canadian sport community through interaction and capacity development with other stakeholders

Applicant organizations for national multisport services are expected to be working with other Canadian sport system stakeholders and/or with targeted or otherwise identified groups in order to strengthen capacity in the indicated service area. For the purposes of the SFAF, Canadian sport system stakeholders are considered to include National Sport Organizations (NSOs), Canadian Sport Centres (CSCs), other Multisport Service Organizations (MSOs), and organizations providing analogous services regionally or provincial/territorially.

The service itself should be sustainable, and share and encourage the development of expertise, leading to the continuous improvement of the sport system. The service should be consistent and aligned with principles of athlete centeredness, long term athlete/participant development principles and practices, and quality coaching development and engagement in support of a technically and ethically sound and safe sport experience.

Applicant organizations must provide a description of stakeholders and/or a list of member organizations.

ANNEX B2: Sport Definition Parameters (for funding purposes)

SPORT IS A REGULATED FORM OF PHYSICAL ACTIVITY ORGANIZED AS A CONTEST BETWEEN TWO OR MORE PARTICIPANTS FOR THE PURPOSE OF DETERMINING A WINNER BY FAIR AND ETHICAL MEANS. Such contest may be in the form of a game, match, race, or other form of event.

Sport is governed and sanctioned by a sport governing body (sport federation) that holds the responsibility for, notably, setting out the rules of play, either at the national level or at the world level, for awarding the organization of its championship(s), and designating the winner(s) of its championship(s). For the purpose of determining eligibility to its funding programs, Sport Canada has established that a sport should meet the following set of characteristics.

- Its primary activity involves physical interaction between participants and/or between participants and the environment: air, water, ice, snow, ground, special surface or apparatus, with or without the use of a special conveyance (e.g., bicycle, canoe, horse, luge, parachute, sailboat, skate, ski, wheelchair).
- It requires specialized neuromuscular skills - such as speed, strength, stamina, flexibility, balance, precision and coordination - that involve large muscle groups or those which the individual has the ability to utilize, and which can be taught, learned and improved.
- It relies on recognized general principles of Long Term Participant/Athlete Development that are adapted to the specific sport and are designed to provide a technically and ethically safe and sound sport experience at all levels of the continuum from initiation to playing, to training and competing up to and including performing at the highest levels of the sport, under the guidance of qualified coaches.
- It involves formal rules and procedures to ensure a safe and fair outcome for all participants.
- It requires fair, ethical and effective tactics and strategies.
- It requires a competitive format and structure, sanctioned by the recognized governing body for the sport, either at the national or world level, and open to all participants who meet the eligibility criteria outlined in the rules of the sport.

- Its competitive events require the on site presence of officials sanctioned by the sport governing body to objectively, fairly and consistently apply the rules.

Limitations for funding purposes:

Certain categories of sports or competitive activities fall outside Sport Canada parameters for funding purposes and are therefore excluded:

- Sports in which the performance of a motorized vehicle is the primary determinant of the outcome of the competition (e.g., racing of automobiles, motorcycles, power boats, aircraft, snow machines, etc.).
- Games of skill such as billiards, darts, board games (chess, bridge, scrabble), and electronic games.
- The professional or commercial component of sports, owned and/or operated outside the jurisdiction of the sport's recognized National or International Sport Federation by private enterprises, promoters, major professional leagues, franchises or other professional associations.

ANNEX B3: Long-Term Athlete/Participant Development

Services should be based on Canadian Sport for Life principles in support of technically and ethically sound and safe sport experiences. The organization is expected to deliver services consistent with NSOs established Long Term Athlete Development (LTAD) models. These services should be complementary to and harmonized with NSO LTAD models, services, programs, and/or competition structures.

ANNEX B4: Pan-Canadian and scope of service

For services identified as Designated Services in Section A, applicant organizations must demonstrate the national scope and reach. Organizations are asked to provide a description of their target population and supporting network in the space provided.

For services identified as Complementary Services in Section A, applicant organizations must list the provinces and territories where the service is being provided and the supporting network for the delivery of the service. **Note:** The service must be in /available in at least 6 provinces and territories across the country. Otherwise the service must be a pilot leading to national delivery.

Please briefly describe your target population and supporting network in the space provided (see over).

Note: To be completed for each service selected in Section A

Indicate Service selected in Section A:

Scope (National, Which Provinces and Territories):

Description of Target population:

AND

Description of supporting network (e.g. Member organizations, delivery partners etc.):

ANNEX B5: Incorporation

Applicant organizations must provide a copy of their letters patent or articles of incorporation and complete the following information:

Incorporation Name:
Incorporation Date:
Incorporation Number:
Incorporation Legislation

Upon receipt of this information, Sport Canada will verify proof and active status of incorporation.

ANNEX B6: Constitution

Applicant organizations must provide a copy of their constitution and by-laws and objects, if applicable, in both official languages.

In order to be considered for Eligibility, applicant organizations must have sport development or sport system development either in its by-laws or its Board of Directors approved mission statement.

Organizations that do not have a sport mandate may be considered for eligibility purposes provided the service is focused primarily on sport development or sport system development.

ANNEX B7: Financial Statements for the last 4 years

Organizations not funded by Sport Canada in 2009-2010 must demonstrate their financial viability by meeting the following requirements:

- Demonstrate annual revenues of no less than \$50,000 in each of the last 4 fiscal years and, if there is an accumulated deficit, that it be no greater than 20% of the annual operating budget.
- Provide Board-approved independently audited financial statements for each of the last 4 fiscal years or at a minimum have Board-approved independently audited financial statements for the most recent completed fiscal year and an auditor's letter covering the previous 3 fiscal years.

Organizations that are the result of a recent (less than 4 years) merger of 2 or more organizations must provide financial information for the past 4 years from the merging organizations. Such cases will be evaluated on a case-by-case basis by Sport Canada in consultation with the merged organization.

Organizations having been recently created as an outcome of government policy or legislation shall be considered on a case-by-case basis.

ANNEX B8: Multi-Year Plan

Organizations not funded by Sport Canada in 2009-2010 must include a copy of their current multi-year plan, or copies of their annual reports for the past four years and a copy of their current annual plan, or a summary of activities and actions of the past four years and a copy of their current annual plan.

ANNEX C1: Official Languages

Applicant organizations must have a policy on official languages. This policy must demonstrate the organizations' commitment to promoting Canada's two official languages within its operations. Organizations must also actively engage the official language minority communities in the design and delivery of their programs and services. The formal policy commitment should also extend to the delivery of services and communication to athletes, to the public and other sport system stakeholders. These are the current requirements for official languages which may be updated during the cycle. Any updates to these requirements would be found in the Sport Canada Contribution Guidelines.

Applicant organizations must submit a copy of their official languages policy.

ANNEX C2: Anti-Doping

Applicant organizations must formally endorse the most current *Canadian Policy Against Doping in Sport* (CPADS).

Applicant organizations must submit a copy of the Board minutes demonstrating this formal endorsement of the CPADS.

ANNEX C3: Canadian Anti-Doping Program

Applicant organizations must have adopted and be in compliance with the most recent *Canadian Anti-Doping Program* (CADP) if required to do so by Canada's national anti-doping organization.

Adoption and compliance status will be verified with the national anti-doping organization.

ANNEX C4: Access and Equity

Applicant organizations must demonstrate their formal commitment to equity and access for all peoples through their policies or equivalent instruments. These policies or equivalent instruments should include in particular, reference to equity and access for women and girls, persons with a disability and Aboriginal peoples. An organization is exempt from having to have a formal policy or equivalent for a particular identified group if the organization's mandate is dedicated to providing services to that same identified group; however organizations are expected to make a formal commitment to those groups not explicitly identified in their mandate.

Applicant organizations must submit copy(ies) of their policy, policies or equivalent instruments.

ANNEX C5: Harassment and Abuse

Applicant organizations must demonstrate their formal commitment to an environment free of harassment and abuse through their policies. Their policy(ies) should apply to staff or other individuals acting on their behalf, with respect to their dealings with each other, and the organizations' membership or stakeholders or other organizations within the Canadian sport community. The policy(ies) should also explain the formal process to report and investigate such complaints. The policy(ies) may be part of a larger policy document (such as their dispute resolution policy document.)

Applicant organizations must provide a copy(ies) of their harassment and abuse policy(ies).

ANNEX C6: Sport Dispute Resolution

Applicant organizations must demonstrate their commitment to fair and timely dispute resolution through an appropriate and formal internal dispute and appeal mechanism. These mechanisms/appeal processes must be consistent with established principles of due process and natural justice and contain a provision that allows sport disputes to be referred to the alternate dispute resolution services of the Sport Dispute Resolution Centre of Canada.

Applicant organizations must provide a copy of their dispute resolution mechanism/appeal process.

ANNEX C7: Leadership Structure

Applicant organizations are asked to identify their stakeholders and describe how the organization is accountable to its stakeholders in the space provided below.

Identify Stakeholders:

Organizational accountability structure:

ANNEX D1: Official Languages

Applicant organizations and partners (if applicable) must be committed to the delivery of services and communication in both official languages to stakeholders and to the public. The applicant organizations and partners (if applicable) must also actively engage the official language minority communities in the design and delivery of services. These are the current requirements for official languages. Note that during the cycle this might be updated. Any updates to these requirements would be found in the Sport Canada Contribution Guidelines.

Applicant organizations and partners (if applicable) must provide evidence of their formal endorsement of this commitment, such as references in Board minutes, or guiding documents relevant to the service area.

ANNEX D2: Anti-Doping

Applicant organizations must demonstrate their formal commitment to the principles and practice of doping-free sport consistent with the *Canadian Policy Against Doping in Sport* (CPADS).

Applicant organizations must provide evidence of these commitments.

ANNEX D3: Access and Equity

Applicant organizations must demonstrate their formal commitment to equity and access for all peoples in the delivery of the service. Board minutes or guiding documents relevant to the service area should include in particular, reference to the commitment towards equity and access for women and girls, persons with a disability and Aboriginal peoples. An organization is exempt from having to demonstrate a formal commitment for a particular identified group if the organization's mandate is dedicated to providing services to that same identified group; however organizations are expected to make a formal commitment to those groups not explicitly identified in their mandate.

Applicant organizations must provide evidence of these commitments.

ANNEX D4: Harassment and Abuse

Applicant organizations must demonstrate their formal commitment to an environment free of harassment and abuse. This may be demonstrated by references in Board minutes, or guiding documents relevant to the service area. This commitment should apply to staff or other individuals acting on their behalf, with respect to their dealings with each other, and the organizations' membership or stakeholders or other organizations within the Canadian sport community.

Applicant organizations must provide evidence of these commitments.

**NATIONAL MULTISPORT SERVICES
SPORT FUNDING AND ACCOUNTABILITY FRAMEWORK IV
STATEMENT OF VERIFICATION**

We the undersigned, as duly authorized officers of _____ verify that the information provided herein is accurate as of (date): _____. We understand that this information may be subject to audit or further verification. Portions of the data provided may be used by Sport Canada for research and study purposes, the results of which may be published. We further understand that Eligibility is provisional and conditional to the full compliance with all relevant criteria.

Signature of Applicant _____
Name (please print) Date: _____

Title (please print)

Signature of Applicant _____
Name (please print) Date: _____

Title (please print)

Signature of Applicant Partner _____
Name (please print) Date: _____

Title (please print)

Signature of Applicant Partner _____
Name (please print) Date: _____

Title (please print)

NATIONAL MULTISPORT SERVICES SPORT FUNDING ACCOUNTABILITY FRAMEWORK IV APPLICATION CHECKLISTS

Applicants for Designated Services:

Completed application form including completed:

- Annex A Part 1;
- Annex A Part 2;
- Annex B1;
- Annex B4;
- Annex B5;;
- Annex C7; and
- Completed Statement of Verification.

The following additional materials are required to complete the Eligibility Application:

- B5 copy of letters patent or articles of incorporation;
- B6 Copy of Constitution and by-laws and objects (if applicable) in both official languages;
- B7 Copies of Audited Financial Statements for past four years (if not currently funded by Sport Canada);
- B8 Copy of Multi-year Plan (if not currently funded by Sport Canada, or if most recent plan is not on file);
- C1 Copy of Official Languages policy;
- C2 Evidence of formal commitment to doping free sport or formal endorsement of current Canadian Policy Against Doping in Sport;
- C4 Copy(ies) of policy(ies) or equivalent on access and equity;
- C5 Copy(ies) of policy(ies) on harassment and abuse; and
- C6 Copy of dispute resolution mechanism/appeal process.

Applicants for Complementary Services:

Completed application form including completed:

- Annex A Part 1;
- Annex A Part 3 (Service description);
- Annex B1
- Annex B4;
- Annex B5; and
- Completed Statement of Verification.

The following additional materials are required to complete the Eligibility Application:

- B5 copy of letters patent or articles of incorporation;
- B6 Copy of Constitution and by-laws and objects (if applicable) in both official languages;
- B7 Copies of Audited Financial Statements for past four years (if not currently funded by Sport Canada);
- B8 Copy of Multi-year Plan (if not currently funded by Sport Canada, or if most recent plan is not on file);
- D1 Evidence of formal commitment to official languages;
- D2 Evidence of formal commitment to doping-free sport;
- D3 Evidence of formal commitment to access and equity; and
- D4 Evidence of formal commitment to harassment and abuse.

Applicants for both Designated AND Complementary Services

Completed application form including completed:

- Annex A Part 1;
- Annex A Part 2 for Designated Service;
- Annex A Part 3 (Service description) for Complementary Service;
- Annex B1 for both the Designated and Complementary Services;
- Annex B4 for both the Designated and Complementary Services;
- Annex B5;
- Annex C7 for Designated Service; and
- Completed Statement of Verification (**Note:** *If partnership in place for Complementary Service, please complete one statement of verification for the Designated Service and a second with the partners for the Complementary Service*).

The following additional materials are required to complete the Eligibility Application:

- B5 copy of letters patent or articles of incorporation;
- B6 Copy of Constitution and by-laws and objects (if applicable) in both official languages;
- B7 Copies of Audited Financial Statements for past four years (if not currently funded by Sport Canada);
- B8 Multi-year Plan (if not currently funded by Sport Canada, or if most recent plan is not on file);
- C1 Copy of Official Languages policy;
- C2 Evidence of formal commitment to doping free sport or formal endorsement of current Canadian Policy Against Doping in Sport;
- C4 Copy(ies) of policy(ies) or equivalent on access and equity;
- C5 Copy(ies) of policy(ies) on harassment and abuse; and
- C6 Copy of dispute resolution mechanism/appeal process.

END OF DOCUMENT