

# Disability Sport Organization

## Association Development Program Eligibility

Disability Sport Organizations (DSO) must meet the following criteria to be considered to receive funding:

1. The DSO must be incorporated as a not-for-profit Society under the Alberta Societies Act for a minimum of three (3) years prior to making application through the Association Development Program;
2. The DSO must comply with all regulations and any applicable Alberta Legislation and federal legislation. Such legislation may include but is not limited to the Alberta Societies Act, the Personal Information Protection Act (PIPA), Alberta Employment Standards Code and Regulation, the federal Income Tax Act and Canada Revenue Agency requirements;
3. The DSO must declare in its bylaws, and demonstrate through its activities, that its programs and services are provincial in nature and scope as it provides or oversees activities and opportunities for all Albertans to participate in the sport or sport disciplines under its jurisdiction;
4. DSOs must have on-going programming activity in at least 4 of the 8 Alberta Sport Zones, and be able to provide technical resources and guidance as its sport or sport disciplines expand into other areas of the province;  
**Note:** The Ministry may choose to waive the requirement of programming activity in a minimum of 4 Zones
5. The DSO's planning and operations must contribute to the mission and core businesses of Sport, Physical Activity and Recreation;
6. The DSO's governance structure must be led by volunteers elected in a democratic manner;
7. The DSO must have the following policies in place and accessible by its members;
  - a. Codes of Conduct, including reference to Harassment and Abuse
  - b. Dispute Resolution Appeal Policy and Procedures
  - c. Conflict of Interest for Directors, Committee Members and other leadership positions
  - d. Volunteer Screening, including any requirements for Criminal Records Checks
  - e. Concussion Management policy and protocols in place or in development.
8. The DSO must track their membership through the organization's records and database, and must require payment of a membership fee, either directly or through member organization or club;
9. The DSO must have a multi-year Strategic Plan setting out the organization's ongoing programming and service plans and including annual key performance indicators and the evaluation process;
10. The DSO is working toward implementation of the Canadian Sport for Life principles in its activities and programs;
11. The DSO communicates regularly with its membership;
12. The DSO ensures equitable access for all Albertans;
13. The DSO complies with appropriate leadership and training standards for instructors and coaches as those exemplified in the National Coaching Certification Program or equivalent program;
14. The DSO adheres to an appropriate training and evaluation system for technical officials, classifiers as may be required for competitions, in accordance with the accepted standards for its sport or sports;
15. The DSO confirms that it has the organizational capacity and leadership for program development and delivery to meet the expectations of funding through this program.

### Important Note:

Meeting all of the above Disability Sport Organization Association Development criteria does not guarantee funding.