

Provincial Sport Organization

Association Development Program Eligibility

Provincial Sport Organizations (PSO) must meet the following criteria to be considered to receive funding:

1. The PSO 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 PSO 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 PSO 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. PSOs 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 if the PSO can demonstrate that the sport or sport disciplines under its jurisdiction have access to appropriate facilities in fewer than 4 Zones.
5. The PSO's planning and operations must contribute to the core businesses of Sport, Physical Activity and Recreation Branch;
6. The PSO's governance structure must be led by volunteers elected in a democratic manner;
7. The PSO 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 PSO must have a minimum of 500 members registered as individuals and/or through member clubs, teams or associations. Membership must be tracked through the PSO's records and database, and must require payment of a membership fee, either directly or through a member organization or club;
Note: The Ministry may choose to waive the minimum membership requirement of 500 if the PSO can demonstrate that such an exemption is warranted and if the PSO governs a sport or sport disciplines in the upcoming Olympics or Paralympic Games.
9. The PSO must be the primary provincial governing body for the sport, or sport disciplines under its jurisdiction and confirmed when appropriate through affiliation with a national sport organization or international federation;
10. The PSO must have a multi-year Strategic Plan setting out the PSO's ongoing programming and service plans and including annual key performance indicators and the evaluation process;
11. The PSO is working toward implementation of the Canadian Sport for Life principles in its activities and programs;
12. The PSO communicates regularly with its membership;
13. The PSO ensures equitable access for all Albertans;
14. The PSO complies with appropriate leadership and training standards for instructors and coaches as those exemplified in the National Coaching Certification Program or equivalent program;
15. The PSO adheres to an appropriate training and evaluation system for technical officials as may be required for competitions, in accordance with the accepted standards for its sport or sport disciplines;
16. The PSO 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 Provincial Sport Organization Association Development Criteria does not guarantee funding.