



TAKLA NATION

HEALTH ■ PROSPERITY ■ TRADITION

TAKLA NATION Youth Sponsorship and Donation Policy for Arts, Culture, Sports and Recreation

Policy Statement

The Council of Takla Nation is committed to the wellbeing of the community and its members. Takla Nation has regularly supported members who participate in organized arts, cultural, and sports or other programs that foster personal growth and healthy development. The Council is pleased to do this through sponsorship of eligible members, or donation to specific organizations when financial resources are available. This policy ensures that all sponsorship and donation decisions by the Nation are made according to established and common criteria. The Nation will use revenues derived from the Traditional Territory of the Takla people for this purpose, ensuring that members are assisted financially in arts, culture, and sports recreation and development programs as it is all a part of Nation's health, healing, and a practise of meaningful support.

Purpose/Rationale

The Nation understands that recreation and personal development activities vary among member families, and between arts or cultural, and sports organizations. The Nation is committed to providing equitable support to individuals and families through defined financial support. While there are sponsorships available for recreational activities through federal and provincial government and private funding agencies, the Takla Nation government provides additional funds to support members in accessing activities.

Principles

- Takla Nation government does not direct or guide members or families regarding arts, culture, and sports recreation or personal development programs, though information and support can be provided if requested;
- Sponsorships are available for individual members of the band or a group of members of the band. Donations are available for approved groups or organizations.
- At all times the sponsorship funding available from Takla Nation will be sent directly to the team or organization.
- Funding for equipment purchase, team uniforms or safety gears will be directly sent to the suppliers.

Scope/Limitations

The sponsorship policy for arts, culture, and sports recreation applies to registered members of the Takla Nation. The sponsorship policy is not retroactive. All sponsorship requests by members from the Nation for arts, culture, and sports recreation will only be considered in accordance with this policy. Members approaching different departments within the Nation for sponsorship requests will be referred to this policy. Sponsorships are considered on a first come, first serve basis and are subject to funding availability. Members are advised to access other funding sources as much as possible.

Definitions

Approved organization: A group or a community association that demonstrates commitment to arts, culture, and sports recreation for First Nation youth.

Donation: Donation is the monetary support provided to an approved group from Takla Nation to support arts, culture, and sports recreation programs.

Parent or legal guardian: The biological parent, adoptive parent or legal guardian of a child applying for sponsorship amount. Any other family circumstances will be assessed by the Chief and Council.

Special case or circumstance: A situation or case that is not the standard or norm. For example, an adult member with special needs requesting sponsorship assistance to attend sports, arts or culture program. All special cases will be assessed by the Chief and Council.

Special needs individual: An individual identified as special needs has physical, developmental, behavioural or emotional and sensory challenges. Some examples of special needs include muscular dystrophy, autism, attention deficiency disorder and limited hearing. A special needs individual will be accompanied to sports, arts or culture event by a parent or a legal guardian and may require additional resources for that person.

Sponsorship: Sponsorship is the monetary support provided by Takla Nation to an individual member for participating in individual arts, culture, and sports recreation programs.

Takla Nation member: As identified on the Indian Registry as administered through Indigenous Services Canada and/or through Takla Nation's current membership list.

Youth: A Takla Nation member who is under the age of 19 years.

POLICY APPROVAL SUMMARY

Approved by: Takla Nation Council
Original approval date: February 4, 2020
Latest approval date:

Procedures for Youth Sponsorship and Donations

In conjunction with the Sponsorship and Donation Policy for Arts, Culture, Sports and Recreation, these procedures outline how Takla Nation will provide sponsorships for eligible recreation programs for youth and in special cases adult members, and donations for eligible organizations

Definitions

Eligible costs: Eligible costs include registration fees, uniforms, equipment purchase, travel and accommodation. Any other costs will be reviewed by the Finance Office for eligibility.

Eligible programs: Eligible recreation programs include organized arts (e.g., theatre, music, visual art), culture (e.g., culture camps, language programs, youth entrepreneur conferences) and sports (e.g., hockey, swimming, figure skating) that is accredited by a relevant authority (e.g., BC Arts Council, First People's Cultural Council, Canadian Hockey Association). Any programs that do not fall under these categories will be reviewed by the Finance Office for eligibility.

Extreme financial hardship: Extreme financial hardship is a situation where a member family does not have the funds to financially support a youth in sports, arts or culture program. Extreme financial hardship situations will be assessed by the Chief and Council.

Fiscal Year: The fiscal year starts on April 1st and ends on March 31st every year.

Youth: A Takla Nation member who is under the age of 19 years.

Sponsorship:

1. Takla Nation will provide individual sponsorship assistance to youth under the age 19 years for the entry or registration fees of organized programs to a maximum of **\$400** per youth per fiscal year. Special needs adults are also included for sponsorship support in this category.
2. The entry or registration fees will be directly sent to the team or organization. The recreation programs that the youth is participating in should be administered by a recognized recreation organization. Recreation programs include arts, culture, and sports categories. As sponsorships are subject to funding availability, the total requested sponsorship amount may not necessarily be the amount approved.
3. Funding for equipment purchase, team uniforms or safety gears, and travel to conferences or tournaments for youth will be considered on a case by case basis and in situations where extreme financial hardship is demonstrated by a family. If funding is approved, it will be directly sent to the suppliers.
4. Takla Nation youth who represent the community at a provincial, national or international level sports or arts will be considered for a maximum sponsorship up to **\$1000** to cover for the cost of one league fee and equivalent for arts and culture per individual per fiscal year. Travel to the event and tournament will be considered on a case by case basis. The fees will be sent directly to the team or organization.
5. **In special cases**, Takla Nation will provide sponsorship assistance to members over the age 19 years for participation in registered programs directly administered by a registered recreation or sporting organization or a post-secondary institution for the entry or registration fees of organized recreation programs to a maximum of **\$500** per individual per fiscal year. Other fees such as equipment purchase, team uniforms or safety gears, and

travel to conferences or tournaments will be considered on a case by case basis subject to funding availability.

Donations: Groups or Approved organizations

1. Takla Nation will provide donations to groups or approved organizations for a maximum of **\$400** per organization per fiscal year that demonstrate commitment to sports, arts and culture recreation for First Nation youth.

Application Process

1. Individual members and parent(s) or legal guardian of youth should submit a sponsorship/donation application form to the Finance Office for the amount requested with a breakdown of costs and a letter from the organization that confirms due date for which the sponsorship is requested. Late requests may result in delayed actions. If members have been approved for sponsorship before, they should indicate that in the application form.
2. Organizations requesting a donation should submit the sponsorship/donation application form to the Finance Office at least **3 weeks** in advance before the start of the program indicating the purpose of the donation and how it will be used.
3. Requests will be reviewed in a timely manner by the Finance Office. The Finance Office will verify the information provided by members or groups and may request additional supporting documents. The Finance Office will approve sponsorship or donation requests or applications in most cases. For exceptions, the Chief's Office will make the final decision.
4. Sponsorship/Donation recipients will be notified within **5 business days** of approval. If approved, the sponsorship/donation amount will be provided in accordance with the Nation's credit card or cheque processing procedures. If sponsorship/donation request is declined, members or groups will be notified as quickly as possible stating the reasons for declining the request.
5. Sponsorship recipients will be asked to submit a written summary of their experience to the Chief's Office within **30 days** of the completion of the program. The written summary may include pictures and videos if the recipient chooses to do so.

PROCEDURE APPROVAL SUMMARY

Approved by: Takla Nation Council
Original approval date: February 4, 2020
Latest approval date:

Related document:

Takla Nation Youth Sponsorship and Donation for Arts, Culture, and Sports Recreation Application Form



TAKLA NATION

HEALTH ■ PROSPERITY ■ TRADITION

Takla Nation Sponsorship for Arts, Culture, and Sports Recreation Application Form

Date Received:

By:

PLEASE COMPLETE ENTIRE APPLICATION. INCOMPLETE APPLICATIONS WILL BE RETURNED TO APPLICANT AND A DELAY IN APPLICATION PROCESS WILL OCCUR

Applicant Information

Applicant Name: _____

Age: _____

Status Number: _____ Verified By: _____

Parent/Legal Guardian Name (if applying for a youth): _____

Address: _____

Phone Number: _____ Email: _____

Recreation Program Category: Arts Culture Sports (Please tick one)

Place of Recreation Program: _____

Location of Event or Program: _____

Date of the Program: Start Date: _____ End Date: _____

Has applicant been approved for sponsorship before? If yes, date and year: _____

**Name and address of the team or organization for cheque to be made payable to:
(must provide or application cannot be processed)**

Sponsorship amount requested (Cost Breakdown)

Registration/ Entry fees: _____

Travel costs: Accommodation _____ Meals _____ Gas/Mileage _____

Other costs (Please specify): _____

Other Sources of funding: Yes No (Please tick one)

Declaration

I confirm that the information provided by me in this application is true and complete.

If legal guardian of a youth under 19, I confirm that I have the legal custody of the youth subject of this application.

I agree to provide the Chief’s Office a written summary of my sponsorship experience within 30 days of the completion of the program.

I give Takla Nation permission to release pictures and videos of my sponsorship experience on social media platforms such as Takla Nation Facebook page and Instagram page.

Name: _____

Signature: _____

Date: _____

Application Process

1. Individual members and parent(s) or legal guardian of youth should submit a sponsorship application form to the Finance Office for the amount requested with a breakdown of costs and a letter from the organization that confirms the participation of the member in the recreation activity. Members are required to submit the application form at least **2 weeks** prior to the start of the activity or fee due date for which the sponsorship is requested. Late requests may result in delayed actions. If members have been approved for sponsorship before, they should indicate that in the application form.
2. Requests will be reviewed in a timely manner by the Finance Office. The Finance Office will verify the information provided by members or groups and may request additional supporting documents. The Finance Office will approve sponsorship requests or applications in most cases. For exceptions, the Chief's Office will make the final decision.
3. Sponsorship recipients will be notified within **5 business days** of approval. If approved, the sponsorship amount will be provided in accordance with the Nation's credit card or cheque processing procedures. If sponsorship request is declined, members or groups will be notified as soon as possible stating the reasons for declining the request.
4. Sponsorship recipients will be asked to submit a written summary of their experience to the Chief's Office either by regular mail or e-mail within **30 days** of the completion of the program. The written summary may include pictures and videos if the recipient chooses to do so. Send summary to Chief's Executive Assistant e-mail: eachief@taklafn.ca

Chief's Office: Takla Landing and Prince George

Takla Landing Office Address

Takla Band Office
Takla Landing BC
VOJ 2T0

Prince George Office Address

510 Carney Street
Prince George BC
V2M 2K6