



**City of Kitchener**  
**TRAVEL ASSISTANCE GRANT APPLICATION**

To determine whether you are eligible for an individual or team/group grant, note the following:

- If you are an individual competing in an individual sport or cultural event, you are eligible for an individual grant.
- If you are an individual selected to compete on a regional, provincial or national team/group, you are eligible for an individual grant.
- If you are participating on a complete local team/group that has qualified to compete in a regional, provincial or national competition/event, you are eligible for a team grant. **For team/group applications, submit one application on behalf of all eligible team/group members.**

**Complete this section if you are applying as an individual:**

Name:

Address:                      City:                      Postal code:

Telephone:                      Email:

Contact name (if different from above):

Telephone:                      Email:

Name of club or member association that individual is representing (if applicable):

Address of club/association:                      City:                      Postal code:

Telephone:                      Email:

**Complete this section if you are applying as a team/group:**

Team/group name:

Contact name:                      Title:

Telephone:                      Email:

Name of club or member association that team/group is representing:

Address of club/association:                      City:                      Postal code:

Telephone:                      Email:

**Amount of grant requested:**

Championship/event within Ontario\*: \$

    Individual – up to a maximum of \$50

    Team/group – up to a maximum of \$40 per competitor, to a maximum of \$1,000 per team/group

Championship/event outside Ontario but within Canada\*: \$

    Individual – up to a maximum of \$100

    Team/group – up to a maximum of \$90 per competitor, to a maximum of \$1,000 per team/group

Championship/event outside Canada\*: \$

    Individual – up to a maximum of \$200

    Team/group – up to a maximum of \$175 per competitor, to a maximum of \$1,000 per team/group

**\*minimum 500 km round trip**

**For individual grants, cheques are made payable to the club or member association that the individual is representing, or to the individual if not representing a club or member association. For team/group grants, cheques are made payable to the club or member association, not the team/group.**

Name of championship/event (provide the full and correct name):

Date(s) of championship/event:

Location of championship/event:

Provide a detailed description of the championship/event (or attach a program):

How did you or the team/group qualify for the championship/event:

The following information must be submitted with this application form:

- A budget outlining all anticipated revenues and expenses for the individual or team/group to attend the championship/event, including the type and cost of travel; and,
- For team/group applications, a list of names, addresses and ages (at time of championship/event) of team/group members; and,
- Proof of age of individual or team/group members for which application is submitted (e.g. copy of birth certificate, citizenship certificate, school record, driver's licence). For team/group applications, an official, signed team roster, submitted to the governing body, may be provided as proof of age.

Signature of applicant: \_\_\_\_\_

Date:

**Applications are to be submitted prior to the championship/event whenever possible, but no later than thirty (30) days after the completion of the championship/event. Failure to provide a fully completed application form or the required information may result in your grant request being delayed or ineligible.**

Return a completed application form, along with all supporting documents, to:

City of Kitchener, Community Services Department  
P.O. Box 1118, 200 King Street West, 7<sup>th</sup> Floor  
Kitchener ON N2G 4G7  
Attention: Ashley Purvis, Sport Development Coordinator  
Email: ashley.purvis@kitchener.ca  
Tel: 519-741-2200, ext. 7688  
TTY: 1-866-969-9994

**Note that, if a grant has been approved, you must submit a copy of the official results of the tournament/event from the host governing body within thirty (30) days of the completion of the competition/event for which a travel grant has been received.**