



Department of Recreation and Athletics
Carleton University
Competitive Sports Clubs Agreement

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March 10, 2014

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ASSISTANCE COMMITTEE FOR COMPETITIVE SPORTS CLUBS AGREEMENT

1.0 Joint Committee for Competitive Sports Clubs (JCCSC)

1.1 JCCSC shall consist of the following voting members:

- a. Competitive Clubs Commissioner of Department of Recreation and Athletics;
- b. Two CUSA's Clubs and Society Commissioners;
- c. The Assistant Director of Athletics Department;
- d. The CUSA Vice President Internal;
- e. The Manager of Interuniversity Sports of Athletics Department;
- f. GSA representative;
- g. Two Athlete representatives (only for funding purposes, do not vote on own teams);
 - a. Quorum is 5 members including the chairperson as a tie-breaker

1.2 JCCSC shall be empowered to:

- a. Recognize Competitive Sports Clubs by majority vote of all voting members of JCCSC. Subject to agreement by CUSA & Athletics.
- b. Request any financial information from a Competitive Club requesting money.
- c. Inquire about anything relevant to the funding request before JCCSC.
- d. Request the return of any funding allocation that has not been used or has been used in a way contrary to that outlined by the specific funding request that the allocation was based upon.
- e. Grant money upon majority vote of all the voting members of JCCSC who are present.

1.3 JCCSC shall meet:

- a. Twice in the summer (March to August) to consider yearly applications for recognition and funding application for Competitive Clubs on campus.

1.4 Proper notice shall be required for all meetings of JCCSC.

1.5 CUSA will match the total amount of funding set aside by Athletics for Competitive Clubs grants and the two portions will be allocated together by the JCCSC.

2.0 JCCSC Procedure

2.1 To receive funding, Competitive Clubs shall be required to provide:

- a. Full and complete budget (Box 1);
- b. Complete record of expenditures (Box 2)
- c. Financial and membership report at year-end (Box 3)

2.2 Applications to be heard at a meeting of JCCSC must be received by the Competitive Clubs Commissioner in electronic form by the deadline set.

2.3 Grants to an individual Competitive Club shall not exceed \$4400.00 for the combined fall and winter semesters.

2.4 Condition of consideration for grant funding is that the competitive club must be open and restricted to all Carleton students (undergraduate and graduate), as well as meeting all the other Club requirements as outlined.



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3.0 Financial Review

- 3.1 A financial review can be performed on any Competitive Club by recommendation of JCCSC.
- 3.2 A recommendation for financial review must be supported by two (2) members of JCCSC. There is no requirement to vote.
- 3.3 It is the responsibility of the Competitive Clubs Commissioner to conduct the financial review in cooperation with Assistant Director of Department of Recreation and Athletics and CUSA's Vice President Finance.

4.0 JCCSC Feedback

- 4.1 Any Competitive Club may request to see the notes made by JCCSC regarding their specific funding application. The Competitive Clubs Commissioner's shall provide these notes upon request.

5.0 Funding Guidelines

5.1 Purpose

- a. The JCCSC may examine all applications on a case-by-case basis, but the goal is to allocate funding fairly among all Competitive Clubs.
- b. Funding will be allocated on a per annum basis.
- c. JCCSC shall only fund Competitive Clubs whose operating budgets will run a deficit without a JCCSC grant.
- d. The amount of funding granted shall not exceed 75% of the Competitive Club total revenue.
- e. The JCCSC board may grant \$500 in funding to new clubs and societies at their discretion, to the exclusion of any other JCCSC funding, and without regard to the other funding rules.

5.2 Food Meals

- a. JCCSC may cover food meals for a Competitive Club to a maximum of \$100.
- b. JCCSC will not fund the purchase of alcohol.

5.3 Jerseys

- a. JCCSC will fund clothing apparel at the rate of \$35.00 per Competitive Club athlete for a maximum of \$750.

5.4 Room and Equipment Rentals

- a. All Competitive Clubs are encouraged to use the free room and facility bookings provided by Department of Recreation and Athletics.
- b. In the event that required rentals have an associated cost, JCCSC may cover up to half the cost of the booking to a maximum of \$500 per annum.
- c. In the event that Department of Recreation and Athletics equipment is not appropriate for a Competitive Club, JCCSC may fund the costs of equipment to a maximum of \$300 per annum.
- d. JCCSC will not fund the rental of any office or storage space.



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5.5 Advertising

- a. CUSA provides a \$200 photocopying account for each Competitive Club that may be accessed at the CUSA Front Office upon appointment with the Clubs and Societies Commissioners.

5.6 Referees

- a. JCCSC may fund referees for Competitive Clubs up to a maximum of \$300 per annum.

5.7 Travel Expenses

- a. JCCSC will fund travel expenses up to \$75/athlete to a maximum of \$1500 per annum.

5.8 Tournament Fees

- a. JCCSC will fund tournament fees up to a maximum of \$500 per annum.

5.9 Alternative funding

- a. JCCSC will not fund any Competitive Club that is a subsidiary of a for-profit private sector corporation.

6.0 Amendments

6.1 Amendments

- a. Either council can propose an amendment to the agreement.
- b. Both councils must approve the amendments before come into place.