

The investment application is available to assist with facility rental costs and/or preparation for the event.
Maximums: Provincial – \$3,000 Western Canadian –\$4,500 Canadian –\$5,500 International –\$6,500

In order to seek support you must be:

- a registered not for profit community/sport organizations based within Strathcona County,
- active for one or more years and
- in good standing with Alberta Corporate Registry.

Note: You must be the successful bidder for the event AND you must have a sanction number **in order to apply** for a CREST investment by Strathcona County

Event name _____ Sanction number _____

Description _____

☐ open or invitational ► continue with the application OR

☐ bid ► Would you like help preparing a bid no ☐ yes ☐ ► contact the number/email above
Has your bid been reviewed and selected yes ☐ ► continue with the application

Organization name _____

Registered Society no ☐ yes ☐ ► Incorporated under which Act _____

Registration number _____ Registration date _____

Mailing address _____ Postal code _____

Contact name _____ Position _____

Phone number _____
Daytime Alternate

Email address _____

Has your organization hosted this event previously ☐ no ☐ yes ► when _____

Sport governing body name _____ Website _____

Contact name _____ Position _____

Phone number _____ Email _____

Competition level (Based on **confirmed** participation)

☐ Provincial

Minimum 3 of the 8 Alberta Sport
Zones must be participating – see AB
Sport Zone map in guidelines

☐ Western Canadian

Minimum 3 of the western provinces
or territories must be participating

☐ Canadian

Minimum 9 of the provinces or
territories must be participating

☐ International

Minimum of 4 countries including
Canada must be participating

Participating zones/provinces/territories/countries to confirm competition level above (Note: we are zone 6)

1	2	3	4
5	6	7	8
9	10	11	12

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Preferred facilities or venues

Alternate facilities or venue

Required sport competition space(s) and warm-up staging spaces

Preferred dates year _____ month _____ day(s) _____

Alternate dates year _____ month _____ day(s) _____

Day ►	1	2	3	4	5	6	7	8
Start time								
End time								

What is your current volunteer base _____

Have you partnered with other organizations to help host the event ☐ no ☐ yes ► who _____

Have you contacted the Information and Volunteer Centre for Strathcona County (780-464-4242) to assist with volunteer recruitment ☐ no ☐ yes

Describe how your volunteers will be utilized and managed

Estimated number of:

Out of town participants (include athletes, coaches and officials) travelling from more than 100 km away _____

Nights participants will stay in Strathcona County _____

Meals participants will eat in Strathcona County _____

Expected general media coverage for your event ☐ newspaper ☐ radio ☐ tv/broadcast ☐ other

How will Strathcona County benefit from this exposure

If successful in receiving support from CREST how will you recognize Strathcona County in promotional material and efforts

Describe the potential benefits the sport or event might realize in subsequent years of operation resulting from hosting this event (example: increased athlete participation, strengthening the sport within the community, strengthening the coaching base)

If your event realizes a financial surplus, describe how that surplus could be used to benefit the community

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Budget (Revenues and Expenses)

	Projected	Confirmed	Combined
Earned Revenue			
Registration fees			
Sponsorship			
Fundraising			
Admission/ticket sales			
Concession sales			
Donations			
i)			
ii)			
iii)			
Sub-total earned revenue			(A)
Grant/Investment Funding Revenue			
Federal			
Provincial			
Strathcona County CREST			
i)			
ii)			
iii)			
Sub-total grant funding			(B)
Administrative Expenses			
Salaries			
Rent			
Insurance			
Accounting			
Office equipment			
Postage/freight			
Telephone/fax			
i)			
ii)			
iii)			
Sub-total administrative expenses			(C)
Event Expenses (Events must be held completely within Strathcona County facilities)			
Facility or venue rentals			*
Facility or venue preparation			*
Publicity/promotion			
Fundraising			
Equipment purchase/rent			
Officials - travel			
Officials - accommodation			
Officials - fees			
Concession supplies			
Security			
Honoraria			
Traffic control			
Volunteer support			
i)			
ii)			
iii)			
Sub-total event expenses			(D)
(A)	+	(B)	-
(C)	-	(D)	=
			(E)

* Event expenses eligible for CREST investment support

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Have you previously received CREST investment funds ☐ no ☐ yes ► when _____

Who is your Recreation, Parks and Culture contact for facility rental information _____

What are the approximate facility rental costs (rental and preparation) you have been quoted by Strathcona County for this event _____

What are the event expenses eligible for CREST investment support as shown in the two shaded (*) boxes of the budget page _____

Based on the budget expenses for the facility or venue rental and/or preparation; what CREST funds are you requesting _____

If the CREST program is oversubscribed and you receive less than your request, would you still be able to host this event ☐ yes ☐ no

We, the undersigned officers of _____, certify this application contains a full and accurate account of all matters stated herein.

_____	_____	_____	_____
Print – Officer name	Print – Title	Sign	Date

_____	_____	_____	_____
Print – Officer name	Print – Title	Sign	Date

Please attach the following supporting documentation:

- List of current executive officers, including: name, position, contact information.
- Current annual financial statement, reviewed, dated and signed by two members at large of your organization.
- A printed confirmation from Alberta Corporate Registry stating that your organization is in good-standing.

Submission deadlines: March 15, June 15, September 15 and December 15

Applicants can expect a response to their application within 6 (six) weeks of the applicable deadline.

Collection and use of information

Personal information is collected under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy Act* and will be used for managing and administering the Community Recreational Event and Sports Tourism (CREST) Program. If you have any questions about the collection, use or disclosure of this information, contact the number on the first page of this form.