

## COACHES BC LEGACY GRANT GUIDELINES

*Deadline: Applications will be accepted until **5:00pm PST on July 31, 2025***

### OBJECTIVE:

The Coaches BC Legacy Grant, initially developed by the Coaches Association of BC, is a project-based grant focused on supporting and uplifting coaches from equity seeking backgrounds. The Coaches BC Legacy Grant embodies the strategic priorities of: advancing diversity, equity, inclusion & reconciliation, strengthening coach & volunteer capacity and fostering more inclusive pathways to sport.

Originally named after Gord May, Tim Frick, Norm Olenick and Kathy Newman, these coaches and administrators made a tremendous impact on the education, professional standards and reduction of barriers for coaches in BC.

Organizations will be asked to apply in one of the following project-based areas:

- Coach Recruitment & Retention Program Design
- Coach Equity & Barrier Reduction

### WHO CAN APPLY

Applications are open to organizations with a **viaSport ACCREDITED Designation**

For more information on **viaSport's Designation Sport Program** please visit:

<https://viasport.ca/accredited-recognized-affiliated-sports-in-bc/>

### REVIEW CRITERIA AND SELECTION PROCESS:

Grant funding is allocated through a competitive process. Eligible applications are evaluated by a review panel consisting of a diverse mix of Coach Developers and sport sector experts. The panel bases their recommendations for funding on the eligibility and assessment criteria described in these guidelines along with guidance from viaSport. We reserve the right to recommend an application that falls outside of the guidelines if the project supports the overall objective of the program.

Applicants must clearly explain how the proposed project will impact their organization's ability to strengthen coach engagement for equity seeking populations, detailing; process, purpose, rationale, objectives, expenses and desired long-term organization impact.

#### OVERARCHING ASSESSMENT:

- Merit of application
- Scope of programming
- Alignment to the purpose of the grant and acceptable use of fund
- Impact of the program or the barrier being addressed
- Use of viaSport tools and resources
- Equitable project type distribution
- Funding has not been provided to the project for more than two cycles

#### GRANT SPECIFIC ASSESSMENTS:

1. A clear gap analysis indicating why the funds are needed, which equity deserving group has been identified (Women, 2SLGBTQIA, BIPOC) or what barrier is being addressed.
2. Clear objectives that indicate a desired outcome for the targeted coach(es)
3. How the grant will enhance the current number, diversity or career of the coach(es) targeted
4. How the grant will strengthen the organization's overall coaching strategy or build on a successful program offered through the NSO
5. Mentors or lead coaches providing support are CSI-P targeted or are working towards becoming targeted (where applicable)
6. The application is linked to a longer-term strategy to support equity deserving coaches
7. The applicant's ability to contribute other sources of funding to the project

#### POSSIBLE USE OF FUNDS:

Possible use of funds may include, but are not limited to:

- Coach Recruitment & Retention Program Design – successful applicants are encouraged to consult with viaSport's Manager of Sport Development to deepen their project strategy.
  - Use of [Participant Centered Design](#) tools to advance strategies and improve experiences for coaches from equity seeking groups
  - Development of a Community of Practice
  - Formalized high performance mentorship implementation
- Coach Equity & Barrier Reduction
  - Reduce travel costs associated with an attendant for a coach with a disability
  - Support coaches who are nursing mothers to attend camps/competitions
  - Provide resources like interpretative services, mobility aids or use of attendants to increase access or an opportunity for coaches who have a

language barrier, sensory disability, cognitive impairment or physical disability

- Note: priority will be given to coaches with NCCP trained or certified status as verified by the Locker

Examples from previous recipients:

- Support for a coach with a disability in a remote community
  - A coach with disability from northern BC was able to complete certification and professional development. Grant funds removed accessibility barriers related to travel.
- High-Performance Mentorship
  - viaSport's Participant Centred Design Tool and a mentorship model was used to empower a 2SLGBTQ+ coach to further their skills, deepen their learning and created a safe and inclusive environment.
- Women in Coaching Mentorship Program
  - Grant funds enable three new women coaches to gain valuable experience coaching in high performance environment traditionally dominated by men.

Ineligible expenses:

- Event hosting
- Administrative costs
- Facility fees
- Direct funding to coaches (NCCP Courses are an example)
- Audio Video Hardware (computers, tablets, video equipment, etc.)

## **BUDGET**

This grant is a project-based funding opportunity. Eligible organizations can apply for a **maximum of \$2,550.**

## **TERMS AND CONDITIONS:**

All applicants must become familiar with the following:

- The applicant ensures all of the information contained in the application is true and complete.
- A maximum of one (1) application per organization will be considered.
- Applicants may be asked to provide additional supporting information at the discretion of viaSport staff or review panel.
- Successful candidates may be required to submit a post-grant report or survey. This may or may not include: how the funding was used, including receipts and invoices, grant cycle feedback.
- Successful applicants may be asked to participate in interviews on their experience receiving this funding, to provide letters demonstrating project impact

from program participants, or agree to participate in follow-up communications at the discretion of the viaSport grants team.

- Successful candidates may be required to properly acknowledge viaSport and government support, more information available here:  
<https://viasport.ca/press-kit/>
- Under normal circumstances, approved awards will only be paid via direct deposit (EFT) after the grant letter is signed by the intended recipient.

## HOW TO APPLY

Applications for funding will only be accepted online. Please find your desired grant and fully submit an application form via the following link:

<https://viasportgrants.smapply.io/>

If you have applied for any grants through our online portal before, please use your existing account. If this is the first time you've applied, you are required to create an account. The platform allows you to save your application in progress and return to it at a future time. Remember to review your application prior to submission as you will not be able to modify your application after it has been submitted. Upon submission, please look for the notification email confirming your submission and save it. viaSport is not responsible for reviewing any unsubmitted applications.

Applications must be received by **5:00pm PST on July 31, 2025**

## CONTACT AND OTHER GRANTS:

If you wish to discuss your proposal and its eligibility prior to applying, please contact:

**Grants at viaSport BC**

**Phone:** 778-655-1756

**Email:** [grants@viasport.ca](mailto:grants@viasport.ca)

If you wish to learn more about how we are transforming and scaling the impact of sport in our province, upcoming grant opportunities, and the latest sport and physical activity news in BC:

- Sign up for our [monthly newsletter](#)
- Follow us on [Facebook](#), [Twitter](#), [Instagram](#), [YouTube](#), and [LinkedIn](#)
- Visit [viaSport.ca](https://viasport.ca)

## APPENDIX 1: APPLICATION QUESTIONS

### General Details:

- Organization Information and Primary Contact Information

### Program Information:

- Selection of equity group and funding pillar (Equity and Barrier Reduction or Recruitment and Retention)
- Gap Analysis of the need you are trying to meet
- Amount of funds requested

### Coach Equity and Barrier Reduction Questions:

- Please identify and describe the barrier that you are attempting to reduce
- Clearly identify the objectives that this program is trying to reach and the desired outcome of the targeted coaches (ie advance certification)
- Provide an estimate the number of opportunities and engagements for the coach (competition, camps, mentor/mentee debriefs, other)
- Please indicate how the grant will enhance the current number, diversity or career pathways of the coach(es) targeted
- Please indicate how the grant will strengthen the organization's overall coaching strategy or how this provincial strategy will build on a successful program offered through the National Sport Organization (NSO)
- Provide details on mentor coach status as a targeted performance coach with Canadian Sport Institute
- (If identified) Provide details on mentee/apprentice coach status as a targeted performance coach with Canadian Sport Institute
- Provide project budget details including the overall costs of program, funding from your organization or additional funding to support the program

### Coach Recruitment and Retention Program Design

- Please identify and describe the strategies that your organization will deploy to ensure success
- Select the viaSport Tool and Resource you will use (Participant Centred Design tool or Community of Practice Social Learning) & outline how you will use the tool to recruit and retain coaches
- Please clearly outline identified objectives that indicate the desired outcome for the targeted coach(es)
- (If applicable) Identify if your mentee coach has been selected and is on the Canadian Sport Centre Pacific targeted coach list
- Provide project budget details including the overall costs of program (travel, coach education and mentor honorariums), funding from your organization or additional funding to support the program

*\*NOTE – all long answer questions will be limited to 200 words or less.*