



AHTA Event Site Funding Policy

The Alberta Horse Trials Association (the "AHTA") offers an annual grant program for Event Sites and Organizing Committee's ("Committee's") who run Equestrian Canada Sanctioned Events ("Events").

Applications for grants **must be received by the AHTA by December 15th** of the year prior to the year money is requested for. Money granted to Committees will be paid upon receipt of a report and invoices detailing how the grant was spent. Grants may vary from year to year based on funding availability and will be determined at the discretion of the AHTA Board by the end of February of the year following the application.

The criteria for the grants are as follows:

1. Committee's acknowledge that the majority of the AHTA event site funding comes from the revenue that the AHTA receives from hosting charity casinos. As such, each Committee agrees to supply a minimum of 2 volunteers for each casino hosted by the AHTA.
2. Each Committee may apply for the following grants for each Event that they host in a given year:
 - 2.1. **Emergency Medical Services Grant:**
 - 2.1.1. up to \$1500 to offset the cost of providing onsite emergency medical services, provided that the AHTA **recommended standard** is met as outlined in the [AHTA Medical Services Policy](#); or
 - 2.1.2. up to \$1000 to offset the cost of providing onsite emergency medical services, provided that the AHTA **minimum standard** is met as outlined in the [AHTA Medical Services Policy](#)
 - 2.2. **Paid Position Grant:** up to \$500 per event to offset the cost of travel expenses for officials, or to offset the cost of hiring a paid position to alleviate the burden of finding volunteers (e.g., volunteer coordinator, scoring official, event host).
3. **Sports Equipment Grant:** One grant application per site, per year, may be made for portable cross-country jumps or qualifying sports equipment at the discretion of the AHTA Board. Due to AGLC requirements the money can only be used for sports equipment which cannot be capital in nature, for example whilst cross-country jumps would be eligible, footing or stabling would not.
 - 3.1. The Committee is to have a long-range plan for course development and hosting EC sanctioned competitions;
 - 3.2. There is a budget of work to be considered;
 - 3.3. An appropriate course designer has been involved in the planning of work to be done;
 - 3.4. An appropriate course builder is utilized for major construction efforts; and
 - 3.5. There is a reasonable construction schedule
4. Funds advanced to the Committee are by way of a loan, forgivable after 5 years, in which an Event has been offered each year to the membership.
5. Failure to execute Event commitments is grounds for the return of funds advanced and/or fences and all salvageable materials.
6. To receive reimbursement, all of the following **must be submitted no later than December 15, 2023** through the respective online forms here: <https://albertahorsetrials.com/index.php/forms/>
 - 6.1. Proof of payment and all related receipts and invoices (must be itemized to meet requirements for our casino report);
 - 6.2. Photographs of the completed jumps
 - 6.3. Mailing address and contact information; and
 - 6.4. Who the cheque can be made payable to OR instructions for where to send an e-transfer (if applicable)

Funds will only be advanced once all required information is received.