

CHAPTER 5
SPORTS FUND FOR OFF-ISLAND TRAVEL
DEPARTMENT OF PARKS AND RECREATION

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NOTE: Rule making authority cited for formulation of regulations of the Sports Fund for Off-Island Travel by the Department of Parks and Recreation, 21 GCA §77124.

These rules and regulations were filed with the Legislative Secretary on May 31, 1985.

§5101. Definitions. (a) *Department* means Department of Parks and Recreation, Government of Guam.

(b) *Director* means Director of the Department of Parks and Recreation, Government of Guam.

(c) *Sports* means any organized athletic activity performed to provide conditioning and enjoyment of both mind and body.

(d) *Youth* means a person who has neither graduated from high school nor has attained age of 20 years.

(e) *Commission* means the Department of Parks and Recreation Commission, Government of Guam.

(f) *Team* means a set number of players representing one given sport.

(g) *Fund* means the Sports Fund for Off-Island Travel.

(h) *Grantee* means the grant applicant who is awarded a grant.

(i) *Vendor* means an airline office and/or a travel agency.

(j) *Grant* means an approved amount of money released from the Sports Fund for Off-Island Travel.

(k) *Government of Guam Funds* means any funds received from a Legislative appropriation, a Guam Visitors Bureau (GVB) grant or from an autonomous agency.

(l) *Government* means the Government of Guam.

§5102. Authority. Public Law 14-33 established the Fund. It is required that the Department promulgate rules and regulations to establish procedures for grant applications, priorities of the Fund, limitations by type of sports and events on the number of team members or coaches supported by the grant, and other necessary procedures for making the grants.

§5103. Purpose of Grants. The grants shall be used to fund a portion of air transportation expenses of team members for competition in friendship, regional, national and international tournaments. Support staff, other than coaches, are not to be funded through a grant. For exceptions, see §5110.

§5104. Eligibility. (a) Any individual or organization is eligible for a grant for air transportation.

(b) If, in the opinion of the Commission, there is a misuse of funds, the organization or individual will be ineligible to receive further grants, even if the misused funds are returned.

(c) An organization must be registered with the Government as a non-profit organization, or be a bona fide school sports program sanctioned by the school's principal.

(d) An organization must be in compliance with all applicable laws and regulations.

(e) It is mandatory that an organizations representative make the return trip with the group/team.

§5105. Grant Qualifications. (a) Organizations sending youth teams shall be given preference in the awarding of grants.

(b) Grants will be awarded only to organizations, individuals or teams that have been locally selected for off-island participation through either the winning of an elimination competition or an authorized "all-star" selection representing the league or organization.

§5106. Application Procedure. (a) **Step One - Submission.**

(1) To qualify for a grant, a grant application must be filled out and submitted to the Department, along with the following information:

(A) A non-profit organization requesting funds must provide a copy of its articles of incorporation or other proof of registration as a

non-profit organization with the Government. A requesting school must submit a letter endorsed by the school's principal.

(B) A written quotation from a minimum of three vendors giving the cost of airfare for the delegation.

(2) Grant applications which do not comply with the requirements of this STEP ONE shall not be considered complete and eligible for certification.

(b) Step Two - Certification.

(1) The Director will certify the grant application as to its completeness. If the grant application is not complete, it will not be certified and a non-certification form will be mailed to the grant applicant for proper adjustment. Five working days after the grant application has been submitted to the Department, the grant applicant must call the Department to determine status of the grant application. If the grant application is incomplete, it will remain with the Department under inactive status until the grant applicant completes all the requirements.

(2) All written vendor quotations must reflect the total number and cost of delegation-paid tickets, including the amount of discounts as well as distinguishing free tickets from paid tickets.

(3) A list must be provided to the Department showing the names of requested paid ticket recipients. Name list must indicate status (player, coach, umpire, league official).

(c) Step Three - Hearing.

(1) A certified grant application shall be submitted by the Director to the Commission at its next scheduled meeting. The grant applicant must call the Department and inquire as to the date of the next Commission meeting.

(2) The Commission cannot consider any grant applications unless STEPS ONE AND TWO have been completed.

§5107. Disbursement of Funds. (a) The Director is the Certifying Officer of the Fund. The three steps outlined in Section VI must be completed by all grant applicants prior to the departure date of the team.

(1) team or individual that departs the island prior to the completion of the application procedure outlined in Section VI shall be ineligible for a grant.

(2) Upon Commission approval of the grants, the Department shall process the payment request.

(3) Upon approval of the payment request, the Department shall hand deliver the check to the approved vendor.

(4) Upon delivery of the check, the Department becomes the ticket "prepayer". The vendor shall provide the following to the Department:

(A) Copies of all government-paid tickets to be issued.

(B) Each government-paid ticket portion shall be refundable only to the Government. It shall be the responsibility of the vendor to process the refund share due to the "non-government prepayer".

(C) Any changes in flight or plane tickets should be immediately directed to the Department.

(b) The grantee will provide the Director with an accurate expenditure report of all Government of Guam funds and a trip report.

§5108. Annual Report. The Director shall make an annual report to the Governor and the Legislature on June 30th of each year, which shall include the following information:

(a) The number of applicants.

(b) The number and amount of grants awarded.

(c) Other data concerning management of the Fund.

§5109. Misuse of Funds. (a) Any person who willfully misuses a grant received under these regulations shall be guilty of a petty misdemeanor and subject to a fine not to exceed Five Hundred Dollars (\$500.00).

(b) In the event there is a misuse of funds, in the opinion of the Commission, the organization shall not receive further grants from the Fund and shall reimburse the Fund in an amount determined by the Commission.

(c) The Department shall give fifteen (15) days written notice to an applicant delinquent in the submission of the

above-stated expenditure report. This written notice shall state the Department's intent to exercise the penalty provision as stated in subsection (b).

§5110. Limitations of Grants. (a) Only one grant from the Fund can be awarded per team. For example, a team going to participate in both softball and baseball can only receive one grant.

No grant is to exceed 50% of the total airfare due for players, one manager and one coach, and no grant of 50% is to exceed \$15,000.

South Pacific Games (SPG) and Olympic games travel are not to be funded under this grant.

Any team, organization or individual receiving additional Government of Guam funds will not be eligible for funding under this grant.

Cheerleading groups will be funded under this grant for cheerleading competitions only.

If a team requests funding to send one umpire/referee and/or one league official, the Commission, upon finding justification for the increase, may approve the increase in the number of persons funded; however, the maximum grant amount MAY NOT, UNDER ANY CONDITION, EXCEED THE LIMITATION of \$15,000.00 and 50% TOTAL AIRFARE.

(b) To allow the maximum number of individuals to travel, there is a maximum number of players per team that may receive a grant (see listing). If a sport is not listed, that sport will be taken under consideration by the Commission.

SPORT	PLAYERS	COACH/MANAGER
Archery	8	2
Badminton	8	2
Basketball	12	2
Body Building*	1	2
Boxing*	1	2
Canoeing	1	2
Cricket	15	2
Cycling	4	2
Golf	8	2
Handball	12	2
Hockey - (GHL)	12	2
Judo*	2	2
Lawn Tennis	8	2

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Netball	12	2
Rugby League	21	2
Rugby Union XV	23	2
Rugby Union VII	9	2
Soccer	21	2
Softball	14	2
Swimming	3	2
Volleyball	12	2

* Individual weight or age classification