

 BRANDON UNIVERSITY	Bobcat Athletics Budget	Approved by: President’s Administrative Council Administered by: Vice-President (Administration & Finance)
Administrative Policy	First Approved: December 19, 2018	Updated:

1.0 Scope

This policy applies to all matters relating to the Athletics Budget.

2.0 Policy

Brandon University (the “University”) endorses the participation of Student-Athletes and teams in interuniversity sport competition. In so doing, the University establishes policies and procedures to ensure sufficient resources are available to allow the teams to participate, while ensuring that Bobcat Athletics (“Athletics”) remains both financially and administratively accountable in accordance with University guidelines.

The following points outline the policies and practices approved by the University, to ensure appropriate levels of responsibility and accountability in the operation of Athletics programs.

2.1 Budget Responsibility

Athletics is expected to operate as efficiently and economically as possible. The extent to which the Athletics programs are able to supplement the operating budget funding provided by the University, through fundraising, will determine the amount by which the activities of the program can be enhanced.

- a) Conference Play Budget. The budget required and authorized for conference games, playoff games, National Championships and governing national sport association and conference fees shall be provided, as necessary, by the operating budget of the University. If the projected requirements differ from the actual requirements, for reasons other than inefficient management, the University will provide additional, or recover unneeded, funds. Athletics shall not be responsible for any surplus or deficit funds that arise out of this portion of the budget. Components of this portion of the budget include travel for conference games, major and minor officials, travel and associated equalization funding provided by the conference for playoff games.
- b) Administrative Budget. The budget required and authorized for all expenditures including consumables, recruitment, mandatory league meetings, exhibition games and scholarships shall be provided to the level authorized by the Board of Governors

through the budget process. Any surplus or deficit that arises from this portion of the budget will remain the responsibility of Athletics, within Board policy on expenditure of carry forward funds.

- c) Fundraising Budget. Funding desired in addition to that provided through the budget must be fundraised. Any surplus or deficit that arises from this portion of the budget will remain the responsibility of Athletics, within Board policy on expenditure of carry forward funds.

2.2 Travel Parties

Travel party requirements shall include transportation, accommodations and meals.

- a) Travel parties for conference games shall not exceed the sport-specific roster size plus three staff members (coaches and medical) and will be funded by the Conference Play Budget.
- b) Travel parties for playoff games shall not exceed the sport-specific roster size plus six additional members (coaches, medical, athletics staff, extra players) per team and will be funded by the Conference Play Budget.
- c) Travel parties for National Championships shall not exceed the sport-specific roster size plus eight staff members (coaches, medical, athletics staff, extra players) per team and will be funded by the Conference Play Budget.
- d) Travel parties for exhibition games may be determined by the Director of Athletics and Community Engagement and will be funded by the Administrative or Fundraising Budget.
- e) Travel for any other purpose, including recruiting, mandatory conference meetings, attendance at playoff games in which the Bobcats are not competing and other required administrative purposes, will be provided by the Administrative or Fundraising Budget.

In accordance with the Board of Governors Travel and Business Expense Policy and Procedures, travel will normally be done in the most economical way in consideration of all directly associated costs. Whenever possible, travelers will take advantage of available discounts through appropriate pre-planning.

2.3 Budget Parity

Teams and athletes of both genders shall be given equitable treatment within Brandon University. Specifically:

- Each team and each player shall be eligible for an equivalent amount and value of athletic scholarships awarded by the Athletics program within conference regulations.

- Each team shall have the opportunity to participate in approximately the same number and calibre of exhibition games during the season. Specific locations and associated guarantees will vary.
- Each team and player shall have access to similar amounts of consumable supplies and promotional athletic wear.
- Each team shall have the same opportunities and requirements to fundraise to support the program of the team.

3.0 Definitions

- 3.1 Budget Parity** - Teams and athletes of both genders shall be given equitable treatment within Brandon University. Parity, in the context of equitable treatment, shall mean equal opportunity for each player and each team. It shall not necessarily mean equal funding or equal activities.
- 3.2 Conference Play** – The games that Athletics teams are required to compete in as a member of the Canada West or Manitoba Colleges Athletic Conferences.
- 3.3 Student-Athletes** – A participant in organized competitive sport sponsored by the University in which he or she must adhere to eligibility requirements of the University and the governing national sport association and conference. This includes rostered, red-shirted and injured individuals.

4.0 Accountability

The Director of Athletics and Community Engagement and the Vice-President (Administration & Finance) are responsible for the communication, administration and interpretation of this policy.

5.0 Review

Formal review of this policy will be conducted every three (3) years with the next scheduled review date December 2021. In the interim, this policy may be revised or rescinded if the President deems necessary or if there are changes within legislation that requires such.

6.0 Previous Policies

Board of Governors, Athletics Budget (to be rescinded)

7.0 Related Documents

- Board of Governors, Travel and Business Expense Policy and Procedures <https://www.brandonu.ca/governors/board-policies/>
- Canada West <https://www.canadawest.org/landing/index>
- Manitoba Colleges Athletic Conference (MCAC), Bylaws <https://mcacathletics.ca/documents/>
- U Sports, By-Laws, Policies, Procedures <https://usports.ca/hq/by-laws-policies-procedures>

All Administrative Policies and Procedures are available in PDF format at

<https://www.brandonu.ca/vp-finance/policies/>

Alternate formats are available upon request by contacting the Office of the Vice-President (Administration & Finance) at admin.finance@brandonu.ca or (204) 571-7850.