Districts Policy

Background

The OSGA 55+ (Ontario Senior Games Association) strives to promote an active living lifestyle for older adults (55+) in Ontario. The desire is to meet the ever-changing needs of our membership, in which the OSGA 55+ programs are designed to offer events and activities to enhance participation at all levels. It is the view of the OSGA that older adults will become involved when friendly levels of competition are maintained.

District Definition – Districts are geographical regions that are defined by the OSGA within Ontario that members in their respective vicinity can participate in games, tournaments, and events. Each region or district have different boundaries and population.

Participant Eligibility

1. To be eligible to participate in OSGA 55+ events you must be a resident of Ontario, a current member of the organization (April 1st to March 31st) and must be of age 55+ or older by midnight December 31st in the year of competition.
   Participants must limit their competition to one District (based on their residency called their "Home District") for each set of Games (summer or winter).
2. Participants may only represent the District in which they participated in and qualified for to compete at the Regional and/or Ontario 55+ Games with priority to be given to the winners of your District Games in order of how they finish based on their desire to move on to the next level. Please see below for District Exceptions: Participation.
3. Participants may enter more than one event/category at the District level at the discretion of the District Committee.
4. Participants may only enter one event/category at the Regional and/or Ontario 55+ Games.

Adherence to OSGA Brand: also see Brand Guidelines

1. The OSGA 55+ approved logo must be used on all materials affiliated with OSGA 55+ operations (District, Regional, Ontario 55+ Games, etc.) – written approval for all logo use must be received from the OSGA 55+ office before printing or electronic production to ensure brand and design consistency.

District Committee Responsibilities

1. District Membership Agreements – must be signed annually (April 1st to March 31st) to remain in "good standing" as a Member District (reference to Bylaws – Article II: Membership and as outlined within this policy).
2. The OSGA Board/Staff will provide support to Member Districts as follows:
   a. Appropriate liability insurance coverage for committees and volunteers.
   b. Liaison for Member Districts to the applicable Ministry and other funding organizations.
   c. Logistical support and training to ensure successful committee operations.
3. It is expected that each Member District shall:

a. Have a responsible committee consisting of a Chair, Treasurer, Secretary and Registrar with other positions as needed to manage operations (i.e., District Coordinator, Marketing, Fundraising, Conveners, etc.).
b. Organize and operate District Games on an annual basis (Summer, Winter or combined).
c. Maintain an active liaison with the OSGA through its District Committee – must appoint two representatives to ensure all correspondence is communicated back to the District (e.g., committee, conveners, participants, etc.).
d. Manage the finances of the District:
    - Maintain a bank account with three signing officers with any two officers signing all cheques (signees may not have a personal connection such as spouses, family, etc.).
    - Treasurer will report regularly to the committee and show all current revenues/expenses.
    - Treasurer will submit an annual Financial Report to the OSGA 55+ Office.
e. Districts must pay the OSGA affiliation fee for all participants down to the lowest level of participation (e.g., any event, activity, etc.) affiliated with the OSGA.
f. Districts that establish a partnership with a group/facility/etc. that allows them to enter people at no cost in exchange for something (e.g., discounted facility, sponsorship, etc.) that it becomes the responsibility of the District to pay the OSGA affiliation fees for those participants.
g. Provide the OSGA 55+ Office a list of participants (in excel format only), affiliation fees, events report, waiver forms (participant/volunteer) on an annual basis and meeting minutes on a regular basis.
h. Ensure all participants have signed the OSGA approved participant/volunteer waiver forms.
i. Districts will send representatives to all meetings and determine their voting rep when applicable.
j. Use of OSGA rules for events is encouraged.
k. Districts must appoint a representative to attend the Regional and/or Ontario 55+ Games to act as a liaison between host committee and participants. The representative may be a participant but must understand that if required they may be pulled from competition if needed to address a District related matter. The District representative is the one authorized to make substitutions as permitted after closing deadline.
l. Where an event was not held due to a lack of sufficient participants, the district may name individuals or a team to represent the district in any event.
m. Districts that enter teams (e.g., hockey, volleyball, slo-pitch, etc.) in Regional and/or Ontario 55+ Games, must provide proof that a tournament was held or at least offered (e.g., an event date/venue was booked and promoted on your District Games Registration Form). If a District does not meet these criteria, the OSGA will move to a District that does until the cap is met. If the cap is not met, the OSGA will fill all remaining entries based on the first come first serve basis criteria.
n. Districts are discouraged from offering cash prizes to the winners.
o. Districts may not permit Senior Centre Staff/Municipality Staff to have voting rights at meetings.
p. Districts are prohibited from applying for a Liquor License under the OSGA and/or District name. Districts that choose to serve Alcohol at activities such as banquets or luncheons must have a 3rd party company handle the Liquor License.
q. OSGA Staff/Board are ex-officio members of all District Committees and will be permitted to attend all District meetings, games, activities, etc. when requested.

Combined District Events

1. These combined District events can be used as qualifiers for either Regional or Ontario 55+ Games (Open/Invitational events are not considered qualifiers).
2. Districts may for various reasons hold a combined event with a bordering district to make an event more viable with one district acting as event host (receiving any applicable event fee from the non-host district per participant).
3. Districts would advertise to as well as register and collect fees for their own participants on their own registration form.
4. Participants from the participating districts would be eligible to play and would represent their own district during the event as well the highest placing participants for each district would be considered winners for their District.

District Startup

1. The OSGA is subject to the Bylaws – Article II: Membership whereby sections relate to Member Districts (refer to sections Membership Categories 2.1, 2.2 and Admission of Members 2.3).
2. The OSGA will offer funding assistance up to $500.00 when finances will allow and at the discretion of the Board.
3. The OSGA will forward any funds being held In Trust to the new committee.

Districts in Difficulty

1. The OSGA is subject to the Bylaws – Article II: Membership whereby sections related to Member Districts (refer to sections Withdrawal and Termination of Membership 2.7, 2.8, 2.9 and Good Standing 2.10, 2.11).
2. When a Member District has been named "not in good standing" it is understood that district activities and events cannot be recognized, and participants will not be permitted to enter Regional and/or Ontario 55+ Games. *Not in good standing* refers to withheld funds and failure to fulfill obligations to the OSGA.
3. Member Districts deemed "not in good standing" are required to submit to the OSGA 55+ Office in a timely manner outlined by the OSGA Board all files, records, and money to be held "In Trust" until at such time as a new Member District is formed.

District Boundaries

1. The OSGA will consider applications for Member District realignment based on but not limited to geographic isolation, population, municipal boundary changes, etc. ("political disagreements" among residents will not be considered).
2. All applications must provide proof that a new Member District can be viable by indicating population numbers, funding sources, event locations, etc. as well as proposed boundaries, committee structure and district name.
3. Upon receipt of an application, the OSGA Board will review and make all decisions related to realignment in the best interest of the area.

Affiliated Community Organizations

1. A community organization is a local group (e.g., 55+ sport/social club) showing interest in the OSGA 55+ program.
2. The community organization may apply to the Member District for recognition as an "affiliated

organization."

a. The Community Organization will recognize, support, and promote the OSGA 55+ program.

The Member District will set out the conditions of affiliation as pertaining to their District.

3. The Member District will provide the Community Organization a letter (copy to OSGA office) indicating acceptance and will outline all conditions of acceptance:
    a. Including operating under the Member District name as well as their own.
    b. Having all members of the Community Organization sign an OSGA waiver form each year.
    c. The OSGA will provide insurance coverage under its policy if needed.

District Exceptions*:* identify contexts and circumstances that this policy can be altered or modified.

Participation

1. In the case that your home district does not host events nor any involvement in OSGA activities, participants may register in a neighbouring District that borders your "Home District". Registration may be either as an individual and/or team. Districts accepting participants from outside their District must confirm with the participants "Home District" they are eligible. District Coordinators may approve of all participants. Any questions involving participation can be directed to the OSGA.
   For example, if District 6 does not host Pickleball, but District 5 does, the OSGA member may participate in those events. The District 5 coordinator must notify the District 6 coordinator of this occurrence.

2. A participant who qualifies for Provincial games can only represent their "Home District". In the case of eligibility in Provincial Games, if participants from a neighbouring district win or qualify, they do not take eligible spots from the host district, therefore those who are considered to be in the "Home district" fill all eligible spots in that sport/activity.
   Example: if the member from District 6 qualifies for the Provincial Games based on results from the District 5 Pickleball activity(s), then he/she will represent District 6 at the provincial games should they decide to attend. Therefore, the highest placed competitor from District 5 will represent their district at the provincial games.