PORTLAND PARKS & RECREATION

Healthy Parks, Healthy Portland

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Title: Athletic Facility Allocation Guidelines		
Date Adopted: 8/18/2007	**Date Revised:**	**Authorized By:** Lisa Turpel

Purpose:
To provide clear standards and guidelines for allocation of and payment for City of Portland athletic facilities (fields and gyms).

Portland Parks & Recreation (PP&R), with the support and input of the Sports Work Group (SWG), has developed a comprehensive allocation formula that determines need through evidence of actual participation, recognizes individual league investment and volunteerism to City of Portland facilities, supports the Primary/Secondary sports season model developed by the SWG, manages growth of sports within the City of Portland and supports a single payment policy all Users (players, teams and leagues) follow.

Definitions:
Facility Allocation: The process resulting in the distribution of fields to individual sport clubs/teams and leagues.

Primary Season: The period of time recognized by the Sports Work Group as an individual sport's foremost season.

Secondary Season: Any period of time recognized by the Sports Work Group as being in addition to a Primary season.

Pay Per Hour: The Fee schedule defining the breakdown of costs players, teams, leagues and sport association's pay for athletic facilities where permits are issued by PP&R.

Policy

1. Sports in their Primary Season will have their needs met first when allocating and permitting sport facilities.

2. Primary Season sports leagues and associations shall have equal access to facilities suitable to their level of play for practices, games or tournaments.

3. All Sport leagues and associations will be charged using the same fee schedule. No current or existing contract shall be renewed without full inclusion of this policy.

4. PP&R shall manage growth of all sports to limit the yearly percentage of change any sport league may propose or sustain.

5. The length of any Primary season shall be no greater than 12 weeks including games & practices.

6. The length of any approved Secondary season shall be no greater than 8 weeks.

7. Primary season games take precedence over any practices.

8. Evidence of need shall be required to allocate sport facilities. PP&R may require a list of current teams and game schedules from clubs/teams and or sport leagues before facilities will be allocated. [1]

9. PP&R, with recommendations from the SWG will develop sport specific minimum/maximum practice hours for youth.[2]

10. PP&R will not use "Past Practice" as the only means of determining facility allocation. [3]

11. This policy shall be reviewed yearly by Sports Management staff with, input from the SWG.

12. PP&R reserves the right to provide developmental sports (OSAA sanctioned) in their highest or "varsity" levels priority use.

13. PP&R may make changes to the SWG policies, at its sole discretion, when conditions warrant.

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[1] To clarify, this policy does not require team rosters. It requires only the name of the team and the game and practice schedules.
[2] This is required to support policy item #8.
[3] Past Practice is the policy that stated if you had the facility last year at the same time you would have first rights to receive it this year.