



MEMBERSHIP ASSISTANCE PROGRAM (MAP) FUNDING CRITERIA

September, 2017

Purpose:

The purpose of MAP is to enable Saskatchewan Squash Inc. (SSI) to provide financial assistance to respective clubs, leagues, or other affiliated members, to increase their participants and the quality of their squash development. The funds are meant to be used to support community and club-level sport development.

The MAP funding that SSI provides is received from the Saskatchewan Lotteries Trust Fund of Sport, Culture and Recreation, and is derived from the proceeds from the sale of lottery tickets in Saskatchewan.

Eligibility:

Funds will be made available to those clubs, leagues, etc., who have members in good standing of Saskatchewan Squash Inc.

Application Process:

Complete and submit a "Spending Plan Application" form available on our website. The Spending Plan application deadline is Jan. 1, 2018 however you are encouraged to submit an application early in the squash season. This date is eight months prior to our fiscal year-end and allows groups time to provide follow-up documentation. Applications must be accompanied by a total of Saskatchewan Squash members and the total number of squash players in the group. Both of these figures will be taken into account in determining the amount of the grant.

Criteria for Amount of Funding:

- Number of Saskatchewan Squash members in group/league
- Total number of players in the group/league
- Increase over previous years of total number of players in the group/league
- Type of project proposed
- Number of certified coaches and/or certified officials in the group/league
- Initiative and involvement of group/league players and the application project to grow the game in Saskatchewan

Follow-up Report:

When your project is complete, submit a “Follow-up Report”. The Follow-up Report deadline is August 31. Follow-up documentation is required to verify expenditures. This documentation can take various forms but should include third party verification such as:

- Receipts including the type of expense
- Cancelled cheques
- Paid invoices
- Expense claims
- Purchase orders

Examples of allowable funding projects or expenses:

- Tournament banners for club
- Summer training camp – excludes food, beverage and social event expenses
- Officiating clinics - excludes food, beverage and social event expenses
- League expenses - excludes food, beverage and social event expenses
- Non-cash event prizes – merchandise, equipment, etc.
- Training equipment
- Coach salary/honorarium
- Travel within Saskatchewan

Examples of projects or expenses that would be ineligible:

- Capital cost projects. Eg. Construction
- Cash prizes – gift cards, gift certificates nor ‘cash-equivalents’ are also ineligible
- Alcoholic beverages
- Social events – tournament food, beverages and dinners are also ineligible
- Research projects
- Out-of-province travel

Other information:

- Once your MAP grant has been approved you will be notified and sent a cheque. 25% of your total grant will be held back pending your follow-up documents and receipts.
- Minimum amount of approved MAP Grant is \$300
- The deadline for applying for a MAP grant is Jan. 1, 2018
- The deadline for submitting follow-up materials is August 1, 2018
- Any unused funds must be returned to SSI.
- Failure to submit proper documentation will result in a return of funds and may jeopardize future MAP funding
- Approved projects and grant support must take place within Saskatchewan Squash’s fiscal year, Sept. 1, 2017 – Aug. 31, 2018, for which the grant funds

were approved. Retroactive funding or pre-funding for projects that take place outside of the fiscal year is not permitted.