

Saskatchewan Provincial Small Bore Association Inc.

MAP Grant Funding (Membership Assistance Program) Policies & Procedures

PURPOSE

The purpose of MAP Grant funding is to provide financial assistance to affiliated member clubs to provide programs encouraging and promoting membership for their club.

The Grant is made available from the SPSBA by funding provided by Saskatchewan Lotteries Trust Funds and the proceeds received from the sale of lottery tickets in Saskatchewan.

ELIGIBILITY

Only affiliated clubs in good standing with the SPSBA are eligible to apply for MAP Grant Funding.

Clubs Affiliated with the SPSBA having a minimum of ten (10) full members of the SPSBA in good standing are eligible to apply for MAP grant funding.

Each member club in good standing may submit one application for MAP grant funding.

- Several projects may be included on the grant application, however only one application may be submitted.
- Projects for Men, Women and Junior sections may be included on one application.
- Applications for funding are available on an annual basis.

Eligible expenses/projects for MAP Grant funds are as follows, but not limited to:

- Junior, Women's and Men's development programs.
- Instructional clinics
- Rules clinics
- Rental of specialty equipment from the SPSBA
- Instructional videos

Non-eligible expenses/projects for MAP grant funds include:

- Any construction, upgrading, maintenance or operating costs of facilities
- Subsidization of full-time employees (part-time or seasonal wages utilized in program development are eligible)
- Debt repayment
- Research projects or feasibility studies
- Funding for team or individual entry fees
- Cash Prizes
- Social Events (barbecues, lunches, etc.)
- Any other expenses as deemed ineligible by the Saskatchewan Lotteries Trust Fund for Sport, Culture, and Recreation

Available MAP funding will be distributed to Member clubs based on approval of eligible projects.

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APPLICATION POLICIES AND PROCEDURES

Application forms (MAP spending Plan) can be mailed or faxed to:

SPSBA
510 Cynthia Street
Saskatoon, Sask.
TEL: 306-975-0819

Application Spending Plans must be received by September 30 of the Calendar year

- Applications received by mail must be postmarked by September 30th, of the calendar year
- Applications faxed must be received by Midnight September 30th, of the calendar year

Clubs that submit incomplete applications will receive a telephone call to correct/complete the information.

Each club is responsible to cover 25% of the total cost for the project.

The Spending plan must be signed by the Club President or Managing director.

The program Coordinator recommends approval or denial based on the criteria noted above.

FOLLOW-UP REPORT & PAYMENT OF GRANTS

- With recommendations from SPSBA staff, the SPSBA board will review and give indications of amounts approved for the application. Payments will be made upon completion of project and its paper work.
- All clubs will be notified of the results of its application no later than October 30th, of the calendar year.
- After completing the project(s) or program(s), a follow-up report must be submitted to the SPSBA office.
- The follow-up report must include a copy (or original) of all applicable receipts
- Deadline is November 30th, of the calendar year
- The follow-up report must be signed by the Club president or managing director
- Approved projects must take place during the SPSBA fiscal year (Jan 1 - Dec 31)". Retroactive funding or pre-funding is not permitted.

If you have any questions about MAP Grant Funding please contact the Saskatchewan Provincial Small Bore Association at 306.975.0819 or by email at spsba@sasktel.net

Visit our web site at: www.spsba.ca