University Sport Funding Program Guidelines

SEPTEMBER 2013

SASK SPORT INC
A Federation of Provincial Sport Governing Bodies
LOTTERY TICKET CENTRE

SPORT IT'S MORE THAN A GAME

Saskatchewan LOTTERIES
LOTTERY TICKET CENTRE

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A. UNIVERSITY ATHLETIC ASSISTANCE PROGRAM

PURPOSE

To provide financial assistance to eligible Provincial Sport Governing Bodies (PSGBs) in support of Canadian Interuniversity Sport (CIS) athletic programs at the University of Regina and the University of Saskatchewan.

SOURCE OF FUNDING

The University Athletic Assistance Program (UAAP) is funded by the Saskatchewan Lotteries Trust Fund.

ELIGIBILITY

PSGBs who meet the eligibility criteria of the Saskatchewan Lotteries Trust Fund and whose sport participates in CIS athletic programs at the University of Regina and/or University of Saskatchewan are eligible for support.

FUNDING SUPPORT

Funding will be allocated based on $750 per eligible CIS athlete to the maximum approved CIS roster size.

APPLICATION PROCEDURES

University:
University sports must submit their completed UAAP application(s), signed by the University Dean, to the respective PSGB by no later than **October 15th,** for review and endorsement.

PSGB:
The PSGB must submit their sport's UAAP application(s), signed by a PSGB signing authority, to the Saskatchewan Lotteries Trust Fund by no later than **November 15th**.

*Applications will be adjudicated at the November meeting of the Sport Funding Committee.

APPLICATION REQUIREMENTS & CONDITIONS

A separate application will be required by each University for each CIS sport.

Each application must include the following:

- signed and completed application form (Appendix A);
- team schedule(s) for competitions;
- a detailed budget.

Each CIS athletic team is required to register as members of their respective Provincial Sport Governing Body.

ELIGIBLE EXPENDITURES

The following expenditures are eligible for support:

- Coaching
- Travel
- Facilities
- Officiating
- Equipment
- Uniforms
- Fees
- Support Costs
- General Administration Costs
- Sport Science & Medicine

INELIGIBLE EXPENDITURES

- Capital expenditures – no support is available for construction, renovation or for upgrading of facilities;
- Research projects;
- Cash prizes;
- Athlete assistance/scholarships;
- Awards programs/social events;
- Any other expenditures as deemed ineligible by the Saskatchewan Lotteries Trust Fund.

PAYMENT PROCEDURES

Full payment of the approved grant will be forwarded to the PSGBs by **December 15th** provided there are no outstanding Trust grant requirements.

The PSGB will be responsible to forward full payment of grant support to each University upon receipt of all required follow-up documentation.

FOLLOW-UP PROCEDURES

University:
The University is required to submit the completed follow-up, signed by the University Dean, to the respective PSGB by no later than **March 15th**.

PSGB:
The PSGB is responsible for reviewing the follow-up submitted by the University. The PSGB must forward the follow-up, signed by the PSGB signing authority, to the Saskatchewan Lotteries Trust Fund by no later than **April 15th**.

The follow-up submitted must be substantiated by the PSGBs audited financial statements when they become available. Revenues and expenditures for the UAAP grant program must be clearly identified either in the body of the statement, in the schedules or notes to the statements.

Any unused funds, or funds that are used for purposes that do not adhere to these guidelines, will be required to be returned, by the Universities, to the appropriate PSGB who will be responsible to return the funds to the Saskatchewan Lotteries Trust Fund.

FOLLOW-UP REQUIREMENTS

A separate follow-up will be required by each University for each CIS sport.

Each follow-up must include the following:

- completed follow-up form signed by both the University Dean and PSGB signing authority (Appendix B);
- final CIS sport roster(s), including coaches;
- a financial statement, verified by the University Dean, which clearly details the sport expenditures.

B. UNIVERSITY PSGB STUDENT-ATHLETE AWARDS PROGRAM

PURPOSE

To assist student-athletes competing in Canadian Interuniversity Sports (CIS) for either the University of Regina or the University of Saskatchewan, through a provincial awards program in partnership with participating Provincial Sport Governing Bodies (PSGBs) and the Universities.

SOURCE OF FUNDING

The PSGB Student-Athlete Awards Program (PSGB SAAP) is funded by the Saskatchewan Lotteries Trust Fund with matching funds provided by each respective university.

ELIGIBILITY

PSGBs who meet the eligibility criteria of the Saskatchewan Lotteries Trust Fund and whose sport participates in CIS athletic programs at the University of Regina and/or University of Saskatchewan are eligible for support.

STUDENT – ATHLETE ELIGIBILITY

The program provides each eligible student-athlete who is a member of a university varsity team with a financial award if they meet the following requirements:

- The recipient must be a full-time student at the University of Regina or the University of Saskatchewan as defined by that university.
- First year student-athletes are eligible to receive this award.
- Continuing student-athletes must be students in good academic standing and not be on probation.
- The recipient must be a member of a CIS team as determined by the University's eligibility roster in the year the award is granted.

The determination of student-athletes eligible for support will be the responsibility of each university.

FUNDING SUPPORT

Funding will be allocated based on $1,000 per eligible student-athlete per year. $500 will be provided through the appropriate PSGB through the Saskatchewan Lotteries Trust Fund, and a minimum of $500 from the respective university. No athlete may receive more than one award per year (September 1 – August 31). This awards program will be based upon the CIS recognized team maximums per sport.

APPLICATION PROCEDURES

University:
University sports must submit their completed PSGB SAAP application(s), signed by the University Dean, to the respective Provincial Sport Governing Body by no later than **October 15th**, for review and endorsement.

PSGB:
The PSGB must submit their sport's PSGB SAAP application(s), signed by the PSGB signing authority, to the Saskatchewan Lotteries Trust Fund by no later than **November 15th**.

*Applications will be adjudicated at the November meeting of the Sport Funding Committee.

APPLICATION REQUIREMENTS & CONDITIONS

A signed and completed application form, including the anticipated team size, must be submitted for each university sport (Appendix A).

PAYMENT PROCEDURES

Full payment of the approved grant will be forwarded to the PSGBs by **December 15th** provided there are no outstanding Trust grant requirements.

The PSGB will be responsible to forward full payment of grant support to each University by no later than **December 31st** annually.

The respective university will match that amount and the combined funds will be transferred to the University Awards Office to be credited to each student-athlete's tuition account.

FOLLOW-UP PROCEDURES

University:
The university is required to submit the completed follow-up, signed by the University Dean, to the respective PSGB by no later than **March 15th**.

PSGB:
The PSGB is responsible for reviewing the follow-up submitted by the University. The PSGB must forward the follow-up, signed by the PSGB signing authority, to the Saskatchewan Lotteries Trust Fund by no later than **April 15th**.

The follow-up submitted must be substantiated by the PSGBs audited financial statements when they become available. Revenues and expenditures for the PSGB SAAP grant must be clearly identified either in the body of the statement, in the schedules or notes to the statements.

Any unused funds, or funds that are used for purposes that do not adhere to these guidelines, will be required to be returned, by the Universities, to the appropriate Provincial Sport Governing Body who will be responsible to return the funds to the Saskatchewan Lotteries Trust Fund.

FOLLOW-UP REQUIREMENTS

A separate follow-up will be required by each University for each CIS sport.

Each follow-up must include the following:

- completed follow-up form signed by both the University Dean and PSGB signing authority (Appendix C);
- a final list of eligible student-athletes and the amount accredited to the student-athlete's tuition account.

PSGBs are required to submit the applications and follow-ups to:

University Sport Funding Program
1870 Lorne Street
Regina, SK S4P 2L7
Email: dwappel@sasksport.sk.ca