



University Sport Funding Program Guidelines

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SASK SPORT INC
A Federation of Provincial Sport Governing Bodies



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A. UNIVERSITY ATHLETIC ASSISTANCE PROGRAM

PURPOSE

To provide financial assistance to eligible Provincial Sport Governing Bodies (PSGBs) in support of U Sports 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 U Sports 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 U Sports athlete to the maximum approved U Sports roster size.

APPLICATION PROCEDURES

PSGBs must apply for their eligible level of UAAP funding at the time of their designated application deadline (May 15, August 15, October 15, or February 15) through the Annual Funding application submission. PSGBs will need to ensure the UAAP grant revenue and expenditure line items are included in their Annual Funding application/budget.

The application must be completed and submitted online at <http://www.funding.sasksport.sk.ca/>. Each PSGB has been provided a User Name and Password in order to access the online application.

APPLICATION REQUIREMENTS & CONDITIONS

The application must include the following:

- Annual budget (UAAP revenues/expenditures)

The universities must submit the following support documentation to the respective PSGB by no later than **October 15th**, for review and endorsement. The PSGB must submit the following support documentation to the Saskatchewan Lotteries Trust Fund by no later than **November 1st**:

- Signed and completed agreement form for each university sport (Appendix A).
- Team schedule(s) for competitions.
- A detailed budget from the Universities for each athletic team.

Each U Sports athletic team is required to register as members of their respective PSGB.

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 released once the application has been approved and the following has been received:

- Signed and completed agreement form for each university sport (Appendix A).
- Team schedule(s) for competitions.
- A detailed budget from the Universities for each athletic team.

Grant payments will be withheld if the PSGB has any outstanding Trust grant requirements.

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

FOLLOW-UP PROCEDURES

Universities:

The Universities are required to submit the completed follow-ups, 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 Universities. The PSGB must forward the follow-up, signed by the PSGB signing authority, to the Saskatchewan Lotteries Trust Fund by no later than **April 1st**.

The follow-up 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 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 U sports 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 U Sports 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 U sports 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 U Sports 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). The awards program will be based upon the U Sports recognized team maximums per sport.

APPLICATION PROCEDURES

PSGBs must apply for their eligible level of PSGB SAAP funding at the time of their designated application deadline (May 15, August 15, October 15, or February 15) through the Annual Funding application submission. PSGBs will need to ensure the PSGB SAAP grant revenue and expenditure line items are included in their Annual Funding application/budget.

The application must be completed and submitted online at <http://www.funding.sasksport.sk.ca/>. Each PSGB has been provided a User Name and Password in order to access the online application.

APPLICATION REQUIREMENTS & CONDITIONS

The application must include the following:

- Annual budget (PSGB SAAP revenues/expenditures).

The universities must submit the following support documentation to the respective PSGB by no later than **October 15th**, for review and endorsement. The PSGB must submit the following support documentation to the Saskatchewan Lotteries Trust Fund by no later than **November 1st**:

- Signed and completed agreement form for each university sport (Appendix A).

PAYMENT PROCEDURES

Full payment of the approved grant will be released once the application has been approved and the following has been received:

- Signed and completed agreement form for each university sport (Appendix A).

Grant payments will be withheld if the PSGB has any outstanding Trust grant requirements.

The PSGB will be responsible to forward full payment of PSGB SAAP 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

Universities:

The universities are required to submit the completed follow-ups, 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 Universities. The PSGB must forward the follow-up, signed by the PSGB signing authority, to the Saskatchewan Lotteries Trust Fund by no later than **April 1st**.

The follow-up 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 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.