



**SASK SPORT**

# **ADAPTIVE SPORT EQUIPMENT GRANT GUIDELINES**

FEBRUARY 2026



FUNDED BY



# ADAPTIVE SPORT EQUIPMENT GRANT GUIDELINES

## 1. PURPOSE

To provide financial assistance for the purchase of sport equipment required for people with disabilities to participate in organized community and club-level sport development initiatives.

## 2. DESIRED OUTCOMES

- Increase access to adaptive sport equipment in Saskatchewan.
- Reduce financial barriers associated with purchasing adaptive sport equipment.
- Increase the number of people with disabilities (athletes, coaches and officials) participating in sport.

## 3. SOURCE OF FUNDING

The Adaptive Sport Equipment Grant is funded through the Sport Section of the Sask Lotteries Trust Fund (Trust Fund).

## 4. ELIGIBILITY

Provincial Sport Organizations (PSOs), Multi-Sport Organizations (MSOs) and Sport, Culture and Recreation Districts who are on the Eligibility List of the Sask Lotteries Trust Fund are eligible to apply.

A club/community organization is not eligible to apply directly but is able to access funding support through a PSO/MSO/District. The club/community organization must be a member in good standing of the PSO/MSO/District.

## 5. AVAILABLE FUNDING

PSOs/MSOs/Districts can request up to 100 per cent of the total cost of the equipment. Approved amounts may vary depending upon the number of applications received and the level of funding available. Funding is subject to the sustainability of funding levels from the Sask Lotteries Trust Fund.

Other potential grant sources are the Rick Hansen Foundation, Challenged Athletes Foundation, Kinsmen Telemiracle, municipal grants, Membership Assistance Program (MAP), etc.

## 6. REQUIREMENTS AND CONDITIONS

- This grant is made possible by Sask Lotteries, the main fundraiser for more than 12,000 sport, culture and recreation groups in communities across Saskatchewan. Sask Lotteries must be promoted and recognized within all communications and promotions developed. The Sask Lotteries logo, brand guidelines, key messages and promotional materials are available at [sasklotteries.ca/funding-recognition](http://sasklotteries.ca/funding-recognition).
- Partnerships or joint venture applications are encouraged.
- Applicants are encouraged to identify other sources of revenue or partnerships with corporate sponsors to share the cost of the equipment.
- The equipment purchased must become property of the PSO/MSO/District or its designated registered member organization (Ex. club/community organization). The use, care, maintenance, insurance, storage and transportation must be appropriately managed by the policies and procedures developed by the organization. The equipment must be accounted for according to the organization's capital asset and amortization policy.
- If a club/community organization ceases to provide adaptive sport programming, the equipment becomes the property of the PSO/MSO/District. If a PSO/MSO/District ceases to provide adaptive sport programming, it is the responsibility of the PSO/MSO/District to notify the Sask Sport Adaptive Sport Consultant and return any equipment to Sask Sport.
- The PSO/MSO/District and club/community organization are required to sign a Terms and Conditions Agreement Form.
- Payment of grant funds must be made by the PSO/MSO/District directly to the club/community organization (if applicable). Payments cannot be made to an individual.
- Any changes to the original application or approved equipment purchase must be submitted to Sask Sport for review before any changes are made.
- Retroactive funding is not permitted. Therefore, applications must be submitted to and approved by the Trust Fund before the equipment is purchased.
- Approved equipment must be purchased within the grant period for which the grant is approved. Equipment that is purchased outside the grant period is not eligible for support.
- 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 club/community organization (if applicable) to the PSO/MSO/District who will then be responsible for returning the funds to the Trust Fund.

## 7. APPLICATION PROCEDURES

There are two application deadlines:

Applications submitted for the April 1 deadline are intended for programs starting on or after May 15, including those taking place in the fall or winter.

Applications submitted for the October 1 deadline are intended for programs starting on or after December 1, including those taking place in the spring or summer.

### **Club/Community Organization (if applicable):**

The Club/Community organization must submit the completed application to the respective PSO/MSO/District for endorsement no later than March 22 and/or September 22 annually.

### **PSO/MSO/District:**

The PSO/MSO/District must review, endorse and submit the application to the Trust Fund by April 1 and/or October 1 annually.

### **Application Requirements:**

The Adaptive Sport Equipment application must include the following:

- Completed Adaptive Sport Equipment Grant Application Form \*
- Quote(s) for the equipment

\* The Adaptive Sport Equipment Grant Application Form can be found on the Sask Sport website at: [sasksport.ca/funding-opportunities/funding-and-grants/adaptive-sport-grants](https://sasksport.ca/funding-opportunities/funding-and-grants/adaptive-sport-grants)

## 8. ELIGIBLE EXPENDITURES

Sport equipment used by the individual to participate in organized adaptive sport programming is eligible for support, such as:

- Wheelchairs adapted for wheelchair athletics, wheelchair rugby, wheelchair basketball, etc.
- Handcycles and/or other para-cycling equipment
- Goalball nets and balls for blind sports participation
- Speakers and headsets for blind or visually impaired athletes
- Sit-skis or similar para-ski equipment adaptations
- Paralympic sailing equipment
- Adapted kayaks, canoes and rowing equipment
- Para Ice Hockey equipment

- Specialized timing or game management equipment such as equipment adapted for blind, deaf or hard of hearing athletes
- Mainstream sport equipment such as basketballs, skis and other sport equipment
- Other forms of equipment required for a person with a disability to be able to participate in sport

The top funding priority is to support equipment costs for organized developmental sport programs. Equipment for high performance sport programs will only be considered if there are funds remaining after all participation level grant allocations have been considered.

## **9. INELIGIBLE EXPENDITURES**

- Program costs – administration, facility rental, uniforms, etc.
- Capital Expenditures – no support is available for construction, renovations, upgrading, maintenance or operating costs of facilities. This also includes permanent or fixed structures such as ramps, lifts, etc.
- Coaching and Officials development
- Maintenance equipment (Ex. tools, replacement tires, spokes, para ice hockey sticks and picks, etc.).
- Motorized equipment where the motorized function of the equipment may have an impact on the outcome of the sport activity or competition.
- Individualized/personalized adaptive equipment that is not used in a PSO sanctioned organized sport program or cannot be used by another participant.
- Expenses that are outside the approved grant period.
- Other expenses deemed ineligible by the Trust Fund.

## **10. ASSESSMENT PROCESS**

The Adaptive Sport Advisory Committee is responsible for administering the grant review process and providing grant recommendations to the Sport Funding Committee.

## 11. PAYMENT PROCEDURES

Full payment of the grant will be forwarded to the PSO/MSO/District once the application has been approved and the signed Terms and Conditions Agreement Form has been received.

The PSO/MSO/District is responsible for forwarding the payment of the grant support to the club/community organization (if applicable).

Grant payments will be withheld if the PSO/MSO/District has any outstanding Trust Fund grant requirements.

## 12. FOLLOW-UP PROCEDURES

### **Club/Community Organization (if applicable):**

The club/community organization is required to submit the completed follow-up report and financial documentation (receipts) to the PSO/MSO/District for endorsement by no later than the grant period end date in which the grant was approved (as noted in the Terms and Conditions Agreement Form).

### **PSO/MSO/District:**

The PSO/MSO/District is required to review, endorse and submit the completed follow-up report and financial documentation (receipts) to the Trust Fund by no later than 90 days after the grant period in which the grant was approved (as noted in the Terms and Conditions Agreement Form).

### **Follow-up Requirements:**

The Adaptive Sport Equipment follow-up must include the following:

- Completed Adaptive Sport Equipment Grant Follow-up Form \*
- Copy of the financial documentation to verify the equipment expenses. Financial documentation (receipts) to verify expenditures can take various forms but must at a minimum:
  - Indicate name of recipient (person or business) of the funds
  - Describe goods or services provided for payment
  - Disclose the amount of the payment
  - Include the date that the goods/services were purchased (must be within the grant period)
  - Include third party verification (supplier logo on an invoice, signature of the recipient on an expense claim or in the rare case where there is no other backup documentation, a copy of the cheque, with the bank clearing stamp on the back)

**NOTE:** Legible copies of documents for financial accountability (Ex. receipts, cancelled cheques, invoices, expense claims, etc.) are acceptable. Original documents are not necessary for submission to the Trust Fund but should be maintained by the club/community organization or PSO/MSO/District submitting the grant follow-up report.

- Copy of the PSOs/MSOs/Districts audited financial statement when it becomes available. Adaptive Sport Equipment grant revenues (under Sask Lotteries Trust Fund) and expenditures (under Categorical Grants) must be clearly identified as a separate line item either in the body of the statement, in the schedules or notes to the statements.
- \* The Adaptive Sport Equipment Grant Follow-Up Form can be found on the Sask Sport website at [sasksport.ca/funding-opportunities/funding-and-grants/adaptive-sport-grants](https://sasksport.ca/funding-opportunities/funding-and-grants/adaptive-sport-grants)

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