



**SASK SPORT**

# UNIVERSITY SPORT FUNDING PROGRAMS GUIDELINES

September 2020



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# A. UNIVERSITY ATHLETIC ASSISTANCE PROGRAM

## 1. PURPOSE

To provide financial assistance to eligible Provincial Sport Organizations (PSOs) in support of U Sports athletic programs at the University of Regina and the University of Saskatchewan.

## 2. SOURCE OF FUNDING

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

## 3. ELIGIBILITY

PSOs who meet the eligibility criteria of the Sask 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.

## 4. FUNDING SUPPORT

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

## 5. APPLICATION PROCEDURES

PSOs 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. PSOs 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 [www.funding.sasksport.ca](http://www.funding.sasksport.ca). Each PSO has been provided an Username and Password in order to access the online application.

## 6. 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 PSO by no later than **October 15**, for review and endorsement. The PSO must submit the following support documentation to the Sask Lotteries Trust Fund by no later than **November 1**:

- 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 PSO.

## 7. ELIGIBLE EXPENDITURES

The following expenditures are eligible for support:

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

## 8. 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 Sask Lotteries Trust Fund.

## 9. 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 PSO has any outstanding Trust grant requirements.

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

## 10. FOLLOW-UP PROCEDURES

### **Universities:**

The Universities are required to submit the completed follow-ups, signed by the University Dean, to the respective PSO by no later than **March 15**.

**PSO:**

The PSO is responsible for reviewing the follow-up submitted by the Universities. The PSO must forward the follow-up, signed by the PSO signing authority, to the Sask Lotteries Trust Fund by no later than **April 1**.

The follow-up must be substantiated by the PSOs 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 PSO who will be responsible to return the funds to the Sask Lotteries Trust Fund.

**11. 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 PSO 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 PSO STUDENT-ATHLETE AWARDS PROGRAM**

### **1. 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 Organizations (PSOs) and the Universities.

### **2. SOURCE OF FUNDING**

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

### **3. ELIGIBILITY**

PSOs who meet the eligibility criteria of the Sask 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.

### **4. 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.

### **5. FUNDING SUPPORT**

Funding will be allocated based on \$1,000 per eligible student-athlete per year. \$500 will be provided through the appropriate PSO through the Sask 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.

## 6. APPLICATION PROCEDURES

PSOs must apply for their eligible level of PSO 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. PSOs will need to ensure the PSO SAAP grant revenue and expenditure line items are included in their Annual Funding application/budget.

The application must be completed and submitted online at [www.funding.sasksport.ca](http://www.funding.sasksport.ca). Each PSO has been provided an Username and Password in order to access the online application.

## 7. APPLICATION REQUIREMENTS & CONDITIONS

The application must include the following:

- Annual budget (PSO SAAP revenues/expenditures).

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

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

## 8. 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 PSO has any outstanding Trust grant requirements.

The PSO will be responsible to forward full payment of PSO SAAP support to each University by no later than **December 31** 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.

## 9. FOLLOW-UP PROCEDURES

### Universities:

The universities are required to submit the completed follow-ups, signed by the University Dean, to the respective PSO by no later than **March 15**.

### PSO:

The PSO is responsible for reviewing the follow-up submitted by the Universities. The PSO must forward the follow-up, signed by the PSO signing authority, to the Sask Lotteries Trust Fund by no later than **April 1**.

The follow-up must be substantiated by the PSOs audited financial statements when they become available. Revenues and expenditures for the PSO 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 Organization who will be responsible to return the funds to the Sask Lotteries Trust Fund.

#### **10. 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 PSO signing authority (Appendix C).
- A final list of eligible student-athletes and the amount accredited to the student-athlete's tuition account.