

APPEAL PROCESS FOR SPORT GRANTS

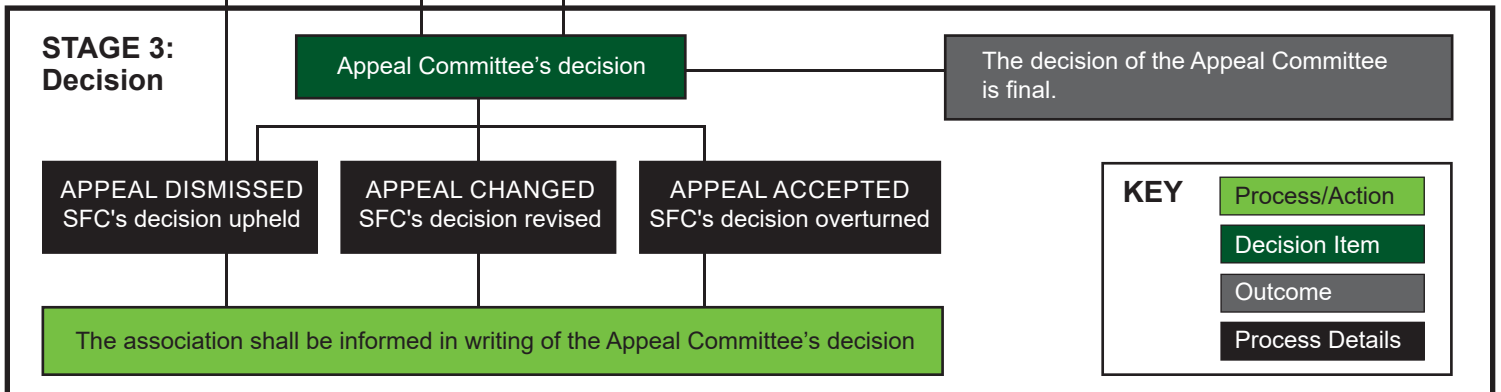
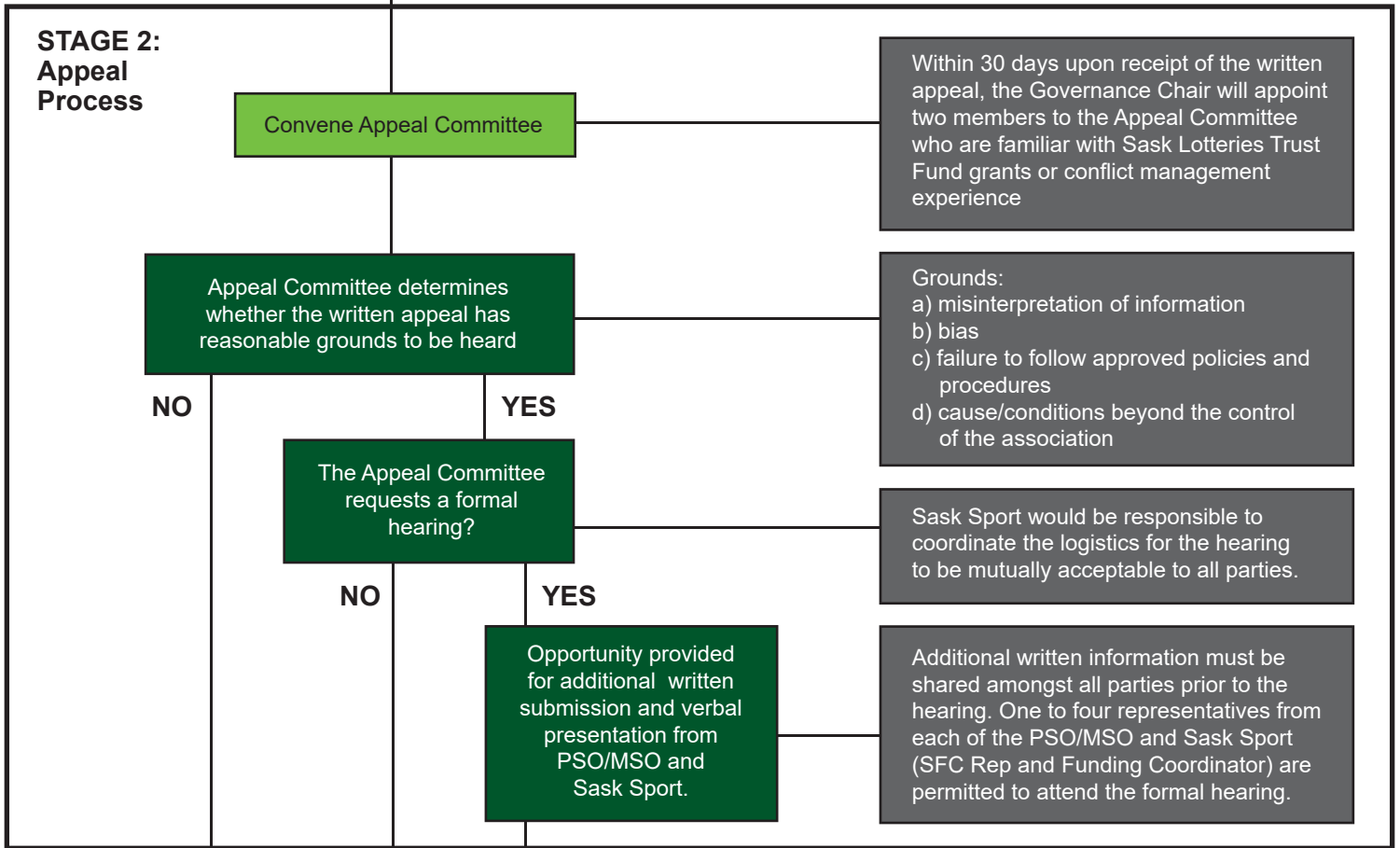
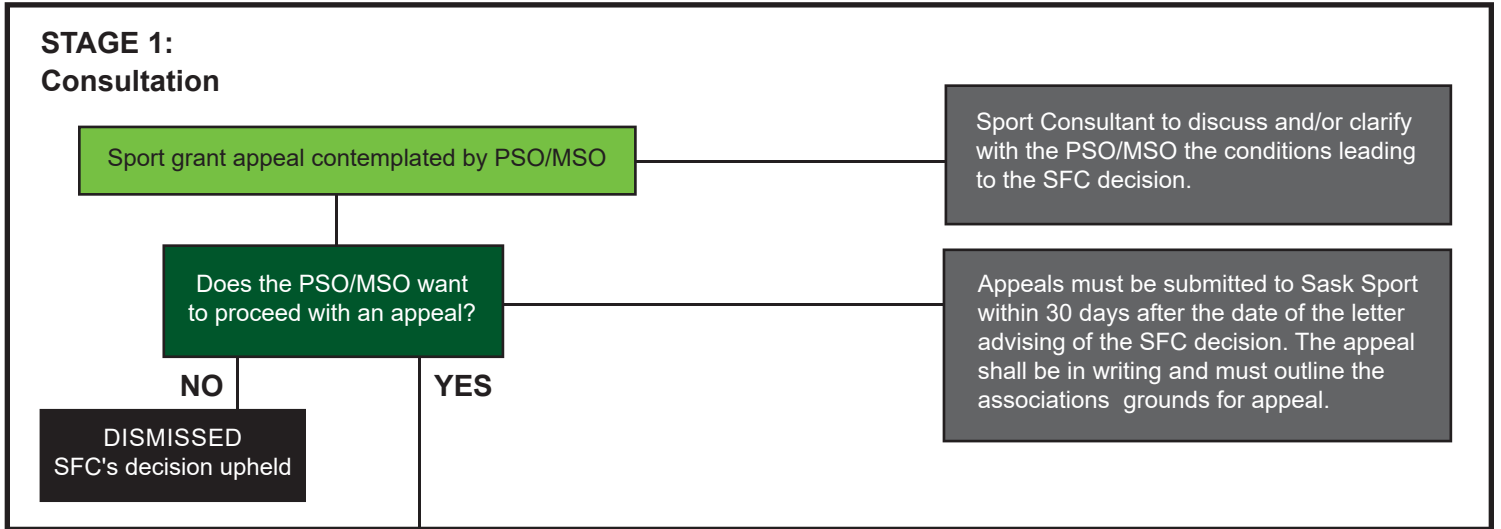
The following outlines the appeal process to be used for all appeals regarding Sport Funding Committee's grant decisions, including money/grant returns to the Sport Section of the Saskatchewan Lotteries Trust Fund.

1. Prior to submitting a formal appeal, it is recommended that the association contact their Sport Consultant to discuss and/or clarify the conditions leading to the Sport Funding Committee decision. Following clarification, the association can determine whether they would like to proceed with a formal appeal.
2. Appeals must be submitted to Sask Sport within 30 days after the date of the letter advising of the Sport Funding Committee decision. The appeal shall be in writing and must outline the association's grounds for appeal. The following outlines the conditions upon which reasonable grounds must be established:
 - New information that was not previously available
 - The misinterpretation of information
 - Conflict of interest
 - Inconsistency with policy
 - Causes/conditions beyond the control of the association

The following conditions are not considered as reasonable grounds for an appeal:

- Simple dissatisfaction
 - Resolving issues or taking action after the fact
 - Negligent, careless or forgetful action
3. Within 30 days upon receipt of the written appeal from the association, the Sask Sport Governance Chair, who is not a member of any standing committee involved in the funding decision, will be selected to convene and chair the Appeal Committee. The Chair will appoint two members to the Appeal Committee members familiar with Sask Lotteries Trust Fund grants or conflict management experience. The appointees cannot be standing Board members of Sask Sport or members of any standing committee involved in the initial funding decision.
 4. The Appeal Committee will be responsible for determining whether the appeal has reasonable grounds to be heard (based on Point 2 above). If reasonable grounds are not clearly established by the association, the appeal will be dismissed.

5. Should reasonable grounds be established, the Appeal Committee, in its absolute discretion, will determine the outcome of the appeal as follows:
 - a) On the basis of the information provided in the written appeal submission;
or
 - b) Through the process of a formal hearing. The hearing would provide the opportunity for additional written content and verbal presentation from the association and Sask Sport. Additional written information would be shared amongst all parties prior to the hearing. Sask Sport will coordinate the logistics for the hearing to be mutually acceptable to all parties. The association and Sask Sport would each be permitted to have from one (1) to four (4) representatives participate in the formal hearing before the Appeal Committee.
6. A decision of the Appeal Committee is final.
7. The association shall be informed in writing of the Appeal Committee's decision.



KEY

- Process/Action
- Decision Item
- Outcome
- Process Details