



SASK SPORT

APPEAL PROCESS FOR SPORT GRANTS

The following outlines the appeal process to be used for all appeals regarding Sport Funding Committee's (SFC) 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 SFC 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 Inc. within 30 days after the date of the letter advising of the Sport Funding Committee (SFC) decision. The appeal shall be in writing and must outline the association's grounds for appeal. An appeal must be based on one or more of the following grounds:
 - a) misinterpretation of information
 - b) bias
 - c) failure to follow approved policies and procedures
 - d) causes/conditions beyond the control of the association

Simple dissatisfaction with a decision is not grounds for an appeal.

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 Inc. or members of any standing committee involved in the initial funding decision.
4. The Appeal Committee will be responsible to determine whether the appeal has reasonable grounds to be heard (based on points 2. a. – d. 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 Inc. Additional written information would be shared amongst all parties prior to the hearing. Sask Sport Inc. will coordinate the logistics for the hearing to be mutually acceptable to all parties. The association and Sask Sport Inc. 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.

