

Saskatchewan Lotteries Community Grant Application

Project Guidelines

READ THIS SECTION CAREFULLY! Ensure you follow all of these guidelines. Failure to do so may result in loss of funding. Even after being approved for funding, if you change your project and do not follow these guidelines, you may be denied funding.

The Saskatchewan Lotteries Community Grant Program is a partnership among Sask Sport Inc., SaskCulture Inc. and the Saskatchewan Parks and Recreations Association Inc. The grant program assists in the development of sport, culture and recreation programs by providing funds to non-profit community organizations operated by volunteers.

The goal of the program is to get people involved in sport, culture and recreation activities by enabling communities to address the needs of local residents.

1. Expenditures must be directly related to the delivery of a sport, culture or recreation program.
2. Expenditures must occur within the **grant period of April 01, 2021 to March 31, 2022**. Any receipts submitted before or after this time period will not be eligible.
3. Groups receiving grants must publicly acknowledge Saskatchewan Lotteries within their activities. A description of how Saskatchewan Lotteries was publicly acknowledged as the source of funds for the program may be requested.
4. Projects that are aimed at increasing participation in any under-represented populations will take precedence over those that do not.
5. The following expenditures are **not eligible** under this grant program and are not to be included:
 - Construction, renovation, retro-fit and repairs to building/facilities (this includes fixing doors, shingling roofs, installing flooring, moving/hauling dirt, etc.);
 - Property taxes or insurance;
 - Per diems/day money;
 - Donations;
 - Alcoholic beverages;
 - Food or food related costs (this includes catering supplies, coffee, coffee pots, stoves, BBQs etc);
 - Membership fees in other lottery –funded organizations;
 - Prizes, cash, gifts, awards, honorariums, trophies, plaques and badges;
 - Out of province activities and travel;
 - Subsidization of wages for full-time employees. Note: Eligible employment expenditures must be no more than 35 hours a week and no more than 90 days in a grant period (or 455 hours in a grant period); and
 - Uniforms or personal items such as sweatbands and hats.
6. The review committee will be using a weighted criteria system to determine how the funds will be dispersed to ensure fairness and impartiality. Applications will be graded based on meeting the basic criteria set out by Saskatchewan Lotteries (10 points), if it is a new or innovative program (5 points), the grassroots nature of the program (5 points), the reach of funds (3 points), if it is submitted on time and filled out properly (5 points) and if the program increases the participation of an under-represented population (10 points).
7. Follow-ups verifying project expenditures must be submitted including a Project Report Form and a list of actual expenditures including receipts. All receipts must be within the grant period of **April 01, 2021 to March 31, 2022**. If you have receipts totaling more than your allotted grant amount please include them. We may have

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April 1, 2021 Deadline

additional funds at the end of the program and disperse those to groups who have eligible expenses.

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In addition to the Funding Request page, please answer the following questions:

1. Which of the following categories would you consider your project?

Sport Recreation Culture: Cultural celebrations Heritage Literary Music
Performing Arts Arts & Crafts Cultural Awareness

NOTE: If you do not fit into any of these categories you are not eligible to apply

2. Will your program aim at increasing participation in any underrepresented populations in our community?

Seniors Economically disadvantaged Indigenous people Persons with disabilities Women
Youth at risk Single parent families other: _____

3. How will the above under-represented populations be involved in the planning, operations and/or evaluation of this program? Explain measures taken to support inclusion of under-represented populations.

4. What outcomes (impact, benefits, and results) do you hope to achieve by offering the program? How will you evaluate the results?

5. What is unique about this program? How is it different from other programs in your community?



LOCAL COMMUNITY GROUP FUNDING REQUEST FOR SASK LOTTERIES COMMUNITY GRANT FUNDS

Name of Community Group:	
Contact Name:	
Phone:	
Project Description:	
Project Start Date:	

Proposed Revenues:	Dollar Amount:
	\$
	\$
Proposed Expenditures:	Dollar Amount:
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL PROJECT ESTIMATED COSTS:	\$
GRANT AMOUNT REQUESTED:	\$

Signature of Contact Person:

Please return the completed form to:

Director of Recreation
Box 129
Whitewood, SK S0G 5C0
recreation@townofwhitewood.ca
[ood.ca](http://www.townofwhitewood.ca)

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