

**Basketball Saskatchewan Inc.**

## **MEMBERSHIP ASSISTANCE PROGRAM (MAP)    Revised: May/2017**

### ***PROGRAM PURPOSE***

The purpose of MAP is to provide financial assistance to the membership organizations, leagues, clubs and teams of Basketball Saskatchewan Inc. (BSI) to assist in the development of basketball as a healthy lifestyle choice for all ages. Funding to support MAP is provided through the Saskatchewan Lotteries Trust Fund and derived from the sale of lottery tickets in Saskatchewan.

BSI has developed a MAP to target specific needs in Saskatchewan by providing incentives to increase the participation in particular categories of members outlined below:

1. The number of officials in the province and as such have added further incentives to increase the number of young officials organizations carry (between the ages of 13-22).
2. The number of coaches NCCP trained and/or certified to coach at their particular competitive level as well as completion of Respect in Sport.
3. The number of young athletes participating in basketball across the province.

### ***PROGRAM GOALS***

- Provide affordable opportunities for athletes in rural and urban areas to participate in basketball leagues, programs and clinics.
- Develop a broad participation and competitive base.
- Ensure an equal opportunity for all people rich or poor, male or female, young or old, and of all ethnic backgrounds to participate in basketball programs.

### ***CRITERIA FOR ELIGIBILITY***

Teams, leagues, clubs or affiliated associations who are members in good standing with BSI are eligible to receive funding assistance.

### ***APPLICATION PROCESS***

- Completion of membership forms and payment of fees by May 1 automatically registers eligible members for a MAP grant.
- To apply for a special project MAP grant, a MAP Spending Plan form must be completed and submitted by March 1.
- Review of MAP Spending Plan applications and calculation of the amount of the MAP grant will be completed by June 1 and eligible organizations notified of their eligible amount.
- Payment of the grant will be made once projects are completed and a follow-up report and receipts to verify eligible expenses are received. **Deadline for submission of follow-up reports is September 1.**

MAP Spending Plan forms, as well as Follow-up Report forms can be obtained by calling BSI at 306-780-9290 or from the website [www.basketballsask.com](http://www.basketballsask.com) under membership Submit all forms to:

Basketball Saskatchewan Inc.  
2205 Victoria Avenue  
Regina, Saskatchewan S4P 0S4

## ***GRANT DISTRIBUTION***

The MAP granting year follows the BSI fiscal year (October 1 to September 30). Expenditure of MAP funds as approved by BSI (special projects and operational costs) must be completed within the fiscal year for which they were granted.

BSI has designated two areas of MAP support for which members may apply:

- a) Operational costs
- b) Special Project Costs – Maximum \$10,000 available

After special projects are approved and funds allocated the remaining funds will be split amongst the members based on the following table:

<b>Type of Member</b>	<b>Category</b>	<b>Points Per Member</b>
<b>Coaches</b>	Respect In Sport only (RIS)	2
	Trained and RIS	4
	Certified and RIS	5
<b>Officials</b>	Ages 13-22	4
	Ages 23-40	2
	Ages 41+	1
<b>Players</b>	Ages 0-12	4
	Ages 13-18	3
	Ages 19+	1

## ***ELIGIBLE EXPENDITURES***

### **a) Operational Costs**

Types of operational and program costs for which MAP funds can be used may include, but are not limited to:

- Equipment costs;
- Facility costs, coach training costs;
- Tournament or league operation

### **b) Special projects** – Requests for Special Project MAP funding must be done by separate application. (Application and Spending Plan deadline is March 1.)

- Maximum of \$10,000 of the funding is allocated to Special Projects, therefore, grants will be judged for approval after the application deadline, once all applications are received.
- New leagues to fund start up costs to a maximum of \$1,000;
- Special development projects. These consist of items that directly relate to the development of coaches, officials or athletes. For example: running a mentor coach/officials program during the year.
- All special projects will be reviewed on a case-by-case basis by BSI staff.

### ***INELIGIBLE EXPENSES***

Expenditures within the following areas are ineligible for support:

- Any construction, upgrading, maintenance or operating costs of facilities;
- Expenditures for which other grant monies have been received and used to cover, whether or not the grant is from the Saskatchewan Lotteries Trust Fund or from other granting sources.;
- Cash prizes;
- Social events (barbecues, lunches, etc.);
- Alcoholic beverages;
- Out of province travel costs
- CIS Teams or Provincial Teams expenses (in season, meaning any clubs associated with CIS teams would be eligible as a club status and could apply for membership separately).  
Research projects or feasibility studies;
- Any other expenses as deemed ineligible by BSI or the Saskatchewan Lotteries Trust Fund for Sport, Culture, and Recreation.

### ***PAYMENT OF GRANTS***

Payments will be made according to the following process:

The approved grant will be paid in full upon submission of a properly completed MAP follow-up report. Original receipts verifying expenditures must be included with this report.

Documentation (receipts) to verify expenditures can take various forms but should 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 was purchased (must be within the MAP grant year)
- 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.)

**Follow-up reports must be submitted by the September 1st deadline** or approved funding is automatically cancelled.

Should there be unspent MAP money following the return of follow-up reports for a particular fiscal year, BSI reserves the right to reallocate unspent MAP funds to previously approved MAP applicants, provided proper follow-up reporting can be completed for additional funds received.

***ACKNOWLEDGEMENT OF ASSISTANCE***

Acknowledgement must be made of the assistance provided by Saskatchewan Lotteries and BSI. BSI logos can appear on equipment (permanent) and/or uniforms (t-shirts), etc.