



## Funding Expenditures & Application Process

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GTMA income is based on Self-help, SaskSport Membership Assistance Program (MAP), and SaskSport Annual Funding. To provide a fair opportunity for funding, the GTMA pre-allocates funds for distribution. Funding available for distribution is split into three (3) categories:

1. Club (40%)
2. Provincial (25%)
3. District (35%)

Funding applications must follow GTMA, SaskSport, and STI guidelines and policies. Clubs with approved expenditures will receive 50% of funding prior to the event/expense and the remaining 50% when receipts are submitted. The event or purchase must happen within the fiscal year. Please note pre-allocated amounts are not guaranteed amounts but are used to ensure a fair distribution of funds based on anticipated budgets.

GTMA fiscal year runs from April – March. All funding requests must be received by January 15<sup>th</sup> of the fiscal year to receive approval for the pre-allocated funding. If requests are not received by this deadline, the funding is reallocated as instructed by the board of directors.

The GTMA encourages clubs to support their initiatives with a minimum of 25% from Self-Help (club) funding. E.g., a club or district is putting on a \$1000 Event – approved funding amount should not exceed \$750.00, the club should fund the other \$250.00. Funded expenditures must take place in the GTMA fiscal year in which the funds were approved.

Funding that supports targeted group initiatives can be funded up to 100% based on the annual allocated budget for “Underrepresented Population”. Discuss this opportunity with the GTMA Treasurer for more information.

### Criteria For Funding Expenditures

#### *SaskSport Membership Assistance Program (MAP)*

MAP funds are to be used to support community and club-level sport development. Clubs are required to acknowledge and publicly recognize that the MAP support received from the Sask Lotteries Trust Fund for Sport, Culture and Recreation is derived from the proceeds of the sale of lottery tickets in Saskatchewan. Logo’s for promotional material is available under Funding & Recognition on the SaskSport website. Payments are issued to the applicant and cannot be made to an individual.

#### MAP Eligible Expenditures:

- Specialized training equipment or sparing equipment that stays within the club such as mats, pads, etc.
- Expenses for attending tournaments within Saskatchewan such as registration fees, accommodations, and/or travel.
- Club costs such as facility rental (club training/tournament/seminars), honorariums for instructors or officials, etc.
- Coach or official education workshops or courses, if held in Saskatchewan.
- Expenses for attending or hosting training seminars for registered members.

- Target Group Initiatives: district/club initiating TKD programs that encourage and provide opportunities for more females, First Nation and Aboriginal athletes, Northern communities, and the economically disadvantaged will be eligible for MAP funding.

#### MAP Ineligible Expenditures:

- Any construction, upgrading, maintenance or operating costs of facilities
- Expenditures for which other grant dollars have been used.
- Cash prizes
- Social events (barbecues, lunches, etc.)
- Alcoholic beverages
- Research projects or feasibility studies
- Out-of-Province travel
- Provincial team expenses.
- Other expenses deemed as ineligible as identified by the STI Member Organizations and MAP Grant Policy.

#### *Annual Funding*

The Annual Funding grant provides core funding to Provincial Sport Organizations (PSOs). The goal is for Saskatchewan residents to engage in quality sport programs that will provide opportunities for communities, volunteers and athletes to participate in sport. Funding helps to create an increased pool of Saskatchewan athletes, coaches, officials, and teams who are systematically achieving success at regional, national, and international levels.

#### Annual Funding Eligible Expenditures:

- Specialized training equipment or sparing equipment that stays within the club such as mats, pads, etc.
- Specialty equipment such as black belt embroidery, gifted personal PPE, etc.
- Expenses for attending tournaments within North America such as registration fees, accommodations, and/or travel.
- Expenses for attending or hosting coach or official education workshops or courses, within North America.
- Club costs such as facility rental (seminars/tournaments only), honorariums for instructors or officials, etc.
- Expenses for training seminars for registered members.

#### Annual Funding Ineligible Expenditures:

- Capital expenditures - construction, upgrading, maintenance or operating costs of facilities
- Cash prizes
- Off the continent travel
- Social events (barbecues, banquets, dinners, etc.)
- Debt repayment
- Payment of money returns owed to the Sask Lotteries Trust Fund (SLTF)
- Other expenses deemed as ineligible as identified by the STI Member Organizations and Sport Funding Committee of SLTF may deem inappropriate.

## Funding Application Process

1. Regardless of which program you apply for funding under, complete the MAP Application and Spending Plan. This must be completed in full describing the event/expense.
2. Email the application to the GTMA Treasurer ([GTMAtreasurer@gmail.com](mailto:GTMAtreasurer@gmail.com)).
3. Application can take up to 30 days if Board of Director approval is required.
  - a. Board of Directors approval is required for expenditures that exceed \$500.
4. The Treasurer will reply to the applicants request notifying if funding has been approved and the amount to be allocated. The Treasurer will issue a cheque for 50% of the approved amount.
5. Within 30 days following the event/expense, the applicant must complete the MAP Follow-Up Report with copies of corresponding expenses (originals are not necessary and should be retained by the club).
6. Once the paperwork has been received and is in order, the Treasurer will issue a cheque for the remaining 50% and the funding process is considered closed.