Saskatchewan Powerlifting Membership Assistance Program Policy

1.0 Background

Through SaskSport's Membership Assistance Program (MAP) Grant, Saskatchewan Powerlifting Association (SPA) will provide financial assistance to eligible Clubs.

MAP funds are to be used to support quality sport development programs or projects at the Participation level in Saskatchewan. Participation refers to sport activities at the provincial level and below including the community and grassroots level.

Funding for MAP is provided through the Saskatchewan Lotteries Trust Fund for Sport, Culture and Recreation, derived through the proceeds of lottery ticket sales throughout Saskatchewan.

SaskSport MAP Program Guidelines can be found here.

2.0 Purpose

The MAP Grant is intended to support community and club-level sport development by providing access to facilities, training and competition.

3.0 Eligibility

Funding through the MAP Grant is only available to registered Clubs of the SPA that meet the requirements outlined in this policy.

Registered and Eligible Clubs will be notified of the MAP Grant provided by the SPA by November 1. The SPA will provide the following documentation:

- MAP Application and Spending Plan
- MAP Follow Up Report
- Current MAP policies - including eligibility criteria for determining MAP fund allocation
- Estimated MAP funding to the Club based on the previous years numbers as reported by the Club
- Current membership information for each Club used for determining eligibility and MAP funding allocation.

4.0 MAP Application Process

Clubs applying for MAP must submit the MAP Application and MAP Spending Plan within the MAP application window of November 1 - November 30.

4.1 Approval Process

Final MAP allocation amounts for Clubs will be determined by the SPA Executive. The SPA Executive will determine the allocations based on the total amount of MAP funds received by the SPA through the Lotteries Trust Fund, the total number of applications received from Clubs, and the reported membership numbers and Club activities.

Clubs will receive notification of their eligible amounts determined by the SPA after the application deadline of November 30, and no later than January 30.

Clubs must provide detailed explanation of their intended use of MAP funds within the Spending Plan. All funds must be used for the purpose(s) outlined in the Clubs approved Spending Plan. Changes to the Spending Plan will only be considered under exceptional circumstances. The Spending Plan must provide a timeline for the expenses expected to be claimed by the Club.

Eligible expenses for MAP funds must be dated within the SPA fiscal year (Sept 1 - Aug 31) for which they are approved.

4.1.1 Eligible Expenses

- Equipment purchase
- Introductory clinics
- Coaching clinics
- Officiating clinics
- Meet hosting costs
- In province travel to SPA sanctioned competitions

4.1.2 Ineligible Expenses

- Construction, maintenance or operating costs of facilities
- Cash prizes
- Social events (bbq’s, lunches, etc.)
- Alcoholic beverages
- Research projects or feasibility studies
- Out of province travel
- Provincial team expenses
- Expenditures for which other grant dollars have been used. Two different grant sources cannot be used to pay the same dollar expense, whether the grant comes from the SaskLotteries Trust Fund or any other granting agency

- Other expenses deemed ineligible by the SPA

4.2 Payment Process

For approved MAP funding grants, 100% of MAP funds will be paid after the MAP Follow-Up Report has been completed and submitted by the Club with appropriate documentation and receipts to verify that submitted expenses follow the approved Spending Plan and the MAP Policy.

The MAP Follow-Up Reports can be submitted at any time once the MAP grant project has been completed, but no later than August 15. For projects completed earlier in the year, it is recommended that the MAP Follow-Up Reports are submitted ASAP after project completion.

Once the MAP Follow-Up Report has been approved by the SPA, MAP payments will be issued no later than 6 weeks from the approval date.

4.3 Follow Up Process

Clubs that do not submit Follow-Up Reports and associated documentation by the submission deadline (August 15), will be ineligible to receive MAP funding for that year.

The Follow-Up Report must include:

- A detailed project report
- All Club activities for which MAP funds will be used
- Actual project costs with accompanying receipts verifying expenses
    - Receipts to verify expenses may take various forms, but should at a minimum:
        - Indicate the name of the recipient (person or business) of the funds
        - Describe the goods or services provided/received for payment
        - Disclose the amount of the payment
        - Include the date the goods or services were purchased (must be within the current approved MAP grant year)
        - Include third party verification (supplier logo/contact information on an invoice, signature of the recipient for an expense claim, etc.)
- The President/Chairperson/Administrator of the Club receiving the MAP grant must sign the Follow-Up Report.

4.4 Requirements and Conditions

- Clubs are required to acknowledge and publicly recognize that the MAP support received from the Sask Lotteries Trust Fund is derived from the proceeds of the sale of lottery tickets in Saskatchewan. Sask Lotteries must be promoted and recognized within all communications and promotions developed. The Sask Lotteries logo, brand

guidelines, key messages and promotional materials are available at sasklotteries.ca/funding-recognition.
- Clubs must have a bank account and the payment of MAP funds must be made directly to the approved applicant. Payment cannot be made to an individual.
- Retroactive funding is not permitted.
- MAP expenditures must take place within the fiscal year for which the grants were approved. No carryover of unused grant funds is permitted.

5.0 Criteria for Determining Eligible Amounts for Clubs

Determination of the MAP-eligible amounts will be based on the membership numbers as recorded by the SPA as of November 16, and will be distributed based on the details below.

Clubs will be provided with current membership numbers by November 1 and will have until November 15 to dispute or revise membership numbers provided by the SPA. Membership numbers will be recalculated on November 16 and these numbers will be used for the purpose of calculating MAP Funding. Members and clubs are responsible for ensuring members have the appropriate club registered on their membership through esportsdesk where memberships are purchased. If changes to the club associated with members are required, the member must email registration@saskpowerlifting.ca with details to request the change.

By November 25 all Clubs will be informed of their estimated maximum funding based on November 16 membership numbers, assuming all eligible Clubs apply for maximum funding.

Funding will be distributed to Clubs based on a points system determined based on the criteria below:

Points per member: 1
Points per SPA Certified Referee: 2

Clubs located in under-represented districts (districts that have less than 15 registered members as of November 16) will receive a bonus multiplier of 1.5x for all of their points to try to assist growth in those districts.

In situations where a member is a member (athlete), and/or SPA Referee, they will be counted once per category for this calculation.

Funding will be distributed based on the percentage of points the Club has compared to other Clubs that applied, up to a maximum of the full project value. If MAP Funds are left over after the initial application deadline, additional MAP funds will be reallocated to Clubs which exceeded their approved MAP amount, again based on the above criteria, but removing the

clubs who received full project funding. All payment of funds will be pending submission of receipts and appropriate Follow-Up Reports verifying additional costs for approved projects.

In the event that there is remaining funding after the reallocation process or by August 15th if Clubs do not submit their required documents, the remaining MAP funds will be distributed at the discretion of the SPA Executive.

Example of Funding Distribution Calculation

6.0 Club Membership Program Requirements

The purpose of the SPA Club Membership Program is to establish ties between the SPA and local powerlifting organizations to grow the sport of powerlifting in Saskatchewan. The Club Program helps the SPA identify programs that provide a high quality training environment and experience by certifying and promoting those that meet the program's standards.

To be recognized as a Club with the SPA that is eligible for MAP funding, the Club must meet or exceed the following criteria each year (SPA fiscal year of Sept 1 - Aug 31). The SPA has the sole and absolute right to revoke the status of a Club at any time and for any reason without penalty.

6.1 Membership Program Requirements

- Have a minimum of 5 members registered with the SPA under their club
- All members must be in good standing with the SPA
- Have at least 1 SPA Provincial referee within 1 year of seeking SPA Club status
- Complete the SPA Club annual administrative requirements

6.2 Administration

The Club must complete the SPA Club Registration Form and submit the form to the SPA Executive each year prior to applying for MAP funding. A registration fee of $100 is required along with the form.

The Club must adhere to all SPA Policies, Procedures and Bylaws to maintain Club status and eligibility.

Summary of Changes

Revision Date	Section/Page	Description of Change	Approver
November 1, 2026	3.0, 4.0, 4.1, 5.0, 6.1, 6.2	Update all dates removing reference to the 2025-2026 fiscal year. Align dates to SK Sport funding window& SPA fiscal year. 4.0 remove the second sentence. 6.1 bullet 3 remove note in brackets referencing 2025-2026 fiscal year 6.2 Increase club registration from $25 to $100	SPA Board, at October 25, 2026 Board Meeting