



Program Grant Application Guidelines

We believe that no kid should be left on the sidelines and all should be given the opportunity to experience the positive benefits of organized sports. KidSport™ provides support to children in order to remove financial barriers that prevent them from playing organized sport.

KidSport may provide a Program Grant to support sport programs offered through a Sport Organization, Youth Agency or Community Association that maximizes participation opportunities for eligible KidSport kids. Preference will be given to sport activities that are new to the community that will be continue.

What programs are eligible to receive a KidSport grant?

- The KidSport funds must be used for sport opportunities for youth from financially disadvantaged families ages 5-18.
- Accepted sport activities are those who are member organizations of Sask Sport. For a full listing of eligible sport activities visit www.kidsportcanada.ca/saskatchewan
- Support is intended for program participants who are being introduced into a sustained organized sport led by a certified coach/instructor.

What is eligible for KidSport program grant funding?

- KidSport funds can be used to offset costs associated with program delivery such as facility rental, equipment, insurance, coaches and officials.
- Programs that are six weeks in length or longer.
- Programs that happen outside of school hours.
- Programs that children register for.
- Programs that are for one sport to introduce a child to the skills needed to play the sport.
- Programs led by a certified instructor who is affiliated with a member organization of Sask Sport.
- Programs that are helping kids from families who would qualify for KidSport funding under low income guidelines.

What is NOT eligible for KidSport program grant funding?

- Dance programs
- Facility construction or upgrades, fitness centre equipment
- Travel to tournaments, playoffs or championships
- Programs that happen during the regular school day
- Field trips or camps
- Drop in programs
- Administration or advertising costs
- One day sporting events
- Programs that introduce kids to a variety of sports
- Programs that are under six weeks in length
- Programs that charge the participants a registration fee
- Clothing, jerseys and footwear
- Nutrition
- Wrap up events

What is the deadline to apply?

- KidSport accepts applications monthly
- Applications will be accepted on a first come-first serve basis or as determined by the Local KidSport Committee.
- Applications must be submitted and approved before the start date of the activity.
- Organizations can apply for more than one sport per year.
Note: Only one application per sport per year will be accepted

What are the funding arrangements?

- KidSport issues funds to the program applicant. It is the responsibility of the program applicant to disperse funds appropriately.
- Notification of application status will be forwarded to applicants in a timely manner following the adjudication process.
- If approved half of the grant will be sent to the organization.
- To receive the other half of the grant, the organization will need to submit a completed follow up report within 45 days of the program ending.

What is expected of a Program funded by KidSport?

- Program proceeds used as recorded in the program grant application.
- Advise KidSport if not all the approved funding will be used and funds returned.
- Follow up report is completed in full and receipts are submitted.
- Share stories or testimonials of the impact of the Program from kids, families or coaches.
- Equipment purchased for the Program is to remain the organization upon completion. Equipment is not to be sent home with the participants.



KidSport Saskatchewan
1870 Lorne St. Regina, SK, S4P 2L7
kidsport@sasksport.ca

www.kidsportcanada.ca/saskatchewan



Program Grant Application Form

Step #1

Applicant Checklist

Please complete Step 1 prior to filling out the rest of the Program Grant Application Form.

1. Does your Program Grant request involve a sport that is eligible for KidSport™ funding?
Yes No
For a full listing of eligible sport activities, visit www.kidsportcanada.ca/saskatchewan - Apply Now

2. Does your program serve the KidSport mandate of providing sport opportunities for children from families who are facing financial obstacles?
Yes No

3. Will the Program Grant Application be submitted to KidSport™ well in advance of the start date of the sport program?
Yes No

4. If approved, will the use of KidSport funds be compatible with the goals and objectives of KidSport with regards to servicing youth ages 5-18 years and who are being introduced into a sustained organized sport program?
Yes No

5. Will the program be led by a qualified coach/instructor who is affiliated with a sport club or Provincial Sport Organization that is a member of Sask Sport?
Yes No

6. Will this be run for six consecutive weeks for one group of children?
Yes No

7. Is the program for one sport?
Yes No

8. Does the Program run outside of school hours?
Yes No

9. Is the Program one that kids can register for?
Yes No

10. Is there a registration fee for the program?
Yes No

If you answered **YES** to all of the above questions, please proceed to Step #2.

If you answered **NO** to any of the above questions, please refer to the Program Grant Application Guidelines as the program may **NOT** qualify for funding from a KidSport Program Grant.

**Step
#2**

Contact Information

If funds are approved for the program, a cheque will be issued directly to the organization listed below.

Name of Organization: _____

Non-profit Incorporation Number: _____

Contact Name: _____

Address: _____

City/Town: _____ Postal Code: _____

Phone Number: _____ Email: _____

Signature: _____ Date: _____

I hereby certify that all information is correct and factual.

**Step
#3**

Program Information

Program Name: _____

What sport does your program involve? _____

Describe the program: _____

Program Dates: Start: _____ End: _____

Number of Weeks: _____ Program Times: _____

How many qualified coaches/instructors are involved in the program? _____

Coaches names: _____

Club or PSO affiliation of the coaches: _____

Location(s) where the program is being held: _____

Indicate the age group your program will be targeting: _____

How many children will participate in your program? Boys _____ Girls _____

How does your program serve the KidSport mandate of providing sport opportunities to financially disadvantaged children? (Please explain) _____

What percentage of your program participants have cost as a barrier to participating and how do you verify that?

Other comments: _____

**Step
#4**

Amount of Support Requested

Request for (registration fees, equipment, etc.): _____

Total Request: \$ _____ (Max of \$5,000)

Have you applied for funding assistance from any other source? Yes No
(i.e. Community Grant program, Indigenous Community Sport Development Grant, community funding)

If yes, please explain: _____

Have you received KidSport funding for this program in prior years? Yes No

If yes, in what year (s)? _____

What will the KidSport Program Grant funding cover and in what amounts? _____

If funding is for equipment, please provide a list of equipment being purchased. _____

**Step
#5**

Budget Information

Please outline all program revenues and expenses.

REVENUES	\$
Amount requested from KidSport	
Other Grants:	
Other Grants:	
Other Grants:	
Sponsors or Donations	
Registration Fees	
Other:	
Other:	
Other:	
Other:	
Other:	
TOTAL REVENUES:	
EXPENSES	\$
Facility Rental	
Equipment	
Coaches or Officials/Instruction Expenses	
Other:	
Other:	
Other:	
Other:	
Other:	
Other:	
TOTAL EXPENSES:	

Please attach any other information regarding your Program Grant. (Example: registration form, posters, etc.)
Please submit applications to the Provincial Office: kidsport@sasksport.ca

FOR OFFICE USE ONLY:

TO BE COMPLETED BY KIDSPORT LOCAL COMMITTEE

Is the Program Grant Application Form complete?

Yes No

Does the request meet all KidSport eligibility guidelines?

Yes No

Is the program targeting youth from financially disadvantaged families to become involved in a sport led by a qualified coach or instructor?

Yes No

Was the Program Grant request submitted well in advance of the start date of the program?

Yes No

Was the Program Grant for a program that happens after school hours?

Yes No

Is the program six weeks or longer in length for one sport for one group of children who registered for the program?

Yes No

Was the Program Grant for a program that has been helped for more than five years through KidSport funding?

If so, a review of the program should happen as after five years the program should be sustainable by the organization.

Yes No

Was the Program Grant request over \$5,000?

Yes No

If YES, submit the Program Grant to the Provincial KidSport office for review, along with the results from your Local Committee adjudication.

Were there any issues or challenges identified within the application?

Yes No If YES, please provide comments below:

Amount of Support Granted: \$ _____

Review Date: _____

Validated By: _____

KidSport Local Committee Representative

*** Please send a Program Grant Follow-Up Report when confirming the status of the Program Grant request.**

Was a Follow-Up request sent to the Applicant? Yes No

Does the Follow-Up Report support the initial application Yes No

If yes, second half of funds to be sent. If no, please consult the Provincial office.