



# 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.

## How can KidSport help?

- KidSport can 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.

## What programs are eligible to receive a KidSport grant?

- The use of KidSport funds must be compatible with the goals and objectives of KidSport with regards to servicing youth from financially disadvantaged families and up to the age of 18 being inclusive of financial support.
- Generally accepted sport activities are those recognized and/or sanctioned by the member organizations of Sask Sport Inc. For a full listing of eligible sport activities see [www.kidsport.ca/sk](http://www.kidsport.ca/sk)
- Support is intended for program participants who are being introduced into a sustained organized sport led by a qualified coach/instructor.
- Funding is granted to programs that are unable to secure funding from other sources.

## What does a KidSport program grant cover?

- KidSport funds can be used to offset costs associated with program delivery such as facility rental, equipment, insurance, coaches and officials or uniforms.
- Applications are subject to the availability of funds.
- Costs associated with dance, facility construction or upgrades, special events (travel to tournaments, play-offs, championships) are not eligible expenses.

## What is the deadline to apply?

- 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.

## 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.

## How to apply to KidSport?

- Applications must be submitted on the official designated KidSport Program Grant Application Form. This form clearly identifies contact information, program information, amount of support requested and budget information.

Submit completed Program Grant Applications to your KidSport Local Committee for review.

To find a Local Committee nearest you, visit [www.kidsport.ca/sk](http://www.kidsport.ca/sk) - SK Chapters or call 1-800-319-GAME (4263).

So **ALL** Kids  
Can Play!



# 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 assistance?  
Yes      No  
For a full listing of eligible sport activities, visit [www.kidsport.ca/sk](http://www.kidsport.ca/sk)
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. Will the use of KidSport™ funds be compatible with the goals and objectives of KidSport with regard to servicing children and youth between the ages of 5 to 18 years old?  
Yes      No
5. Will this be a structured program and at least six weeks in length?  
Yes      No
6. Will the program be led by a qualified coach/instructor?  
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.

## 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: \_\_\_\_\_ Fax 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? \_\_\_\_\_

Location(s): \_\_\_\_\_

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?

Is there a registration fee that participants will have to pay? If so, what is the amount? \_\_\_\_\_

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)? \_\_\_\_\_

Did you receive KidSport funding in previous years for equipment? Yes No

Is this a new program? Yes No

How will the program be sustained beyond KidSport funding? Please explain.

## Step #5

### Budget Information

Please outline all program revenues and expenses.

| REVENUES   | \$ |
|--|----|
| Amount requested from KidSport   |    |
| Other Grants:  |    |
| Other Grants:  |    |
| Other Grants:  |    |
| Sponsors   |    |
| Registration fees paid by participants                                 |    |
| Self-help (i.e. fundraising, value in-kind, matching grant, donations) |    |
| Other:   |    |
| Other:   |    |
| Other:   |    |
| Other:   |    |
| <b>TOTAL REVENUES:</b>   |    |
| EXPENSES   | \$ |
| Facility Rental  |    |
| Equipment  |    |
| Coaches or Officials/Instruction Expenses                              |    |
| Insurance/Liability  |    |
| Other:   |    |
| Other:   |    |
| Other:   |    |
| Other:   |    |
| Other:   |    |
| <b>TOTAL EXPENSES:</b>   |    |

Please attach any other information regarding your Program Grant. (Example: registration form, posters, etc)

## Step #6

### Submit Application Form

Applications should be sent to:

**KidSport Saskatoon**  
510 Cynthia Street, Saskatoon, SK S7L 7K7

Email: [kidsport@sasksport.sk.ca](mailto:kidsport@sasksport.sk.ca)  
Fax: (306) 242-8007

**FOR OFFICE USE ONLY:**

**TO BE COMPLETED BY KIDSPORT LOCAL COMMITTEE**

Is the Program Grant Application Form completely filled out?

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 lead 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

Has this program received KidSport funding in previous years?

Yes  No If YES, review previous applications.

Were there any issues or challenges identified within the application?

Yes  No If YES, please provide comments below:

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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