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Saskatchewan Artistic Swimming - Grants

Vice President, Finance and Administration

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Saskatchewan Artistic Swimming

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OVERVIEW

Saskatchewan Artistic Swimming (SAS) offers several types of grants to its members to encourage the development of artistic swimming. Requests for funding are reviewed by the appropriate committee. The total amount available for distribution by the committee is set in the Annual Budget in consultation between the named committee and the Finance Committee. The maximum grant allocated is set by each committee.

Grant	Committee	SAS Contact	Applicants	Maximum Grant Per Year*
Coach Development	Coaching	Technical Director	Provincial Stream coaches Recreational Stream coaches	\$100.00
Coach Development – Coach AquaGO!	Coaching	Technical Director	Any coach who wants to coach this program	\$85.00 after certification
Coach Development – Coach Competition Introduction Certification	Coaching	Technical Director	Provincial Stream Coaches Recreational Stream coaches	\$150.00 after certification
Coach Development – High Performance	High Performance	High Performance Director	National Stream coaches	\$500.00
Officials Development	Officials	Technical Director	Any level official	As set by the committee
Officials Development – High Performance	High Performance	High Performance Director	Any level official	As set by the committee
Club Technical Skills Development	Coaching	Technical Director	All competitive clubs	\$400.00
Club Grant - High Performance	High Performance	High Performance Director	All competitive clubs with National Stream programming	Per athlete payment
Membership Assistance Program Grant (MAP)	Executive Director	Executive Director	All clubs	Based on MAP policy

* Year: Saskatchewan Artistic Swimming Fiscal Year – September 1 to August 31.

Coaches and Officials Grants

Coaches and officials of all levels are encouraged to seek opportunities for professional development. Financial assistance is available for technical upgrading and for those who wish to expand and enhance their skills by attending relevant training courses and seminars.

Coach Development Grant

Eligible Requests

- NCCP courses other than Competition Introduction or AquaGO!
- Non-NCCP coach development opportunities

A coach submitting a request to this committee must be actively coaching with Provincial Stream or Recreational Stream athletes in Saskatchewan.

Coach Competition Introduction and AquaGO! Certification

No grant is available to take these courses.

- Competition Introduction course or evaluation
- AquaGO! course or evaluation

A coach successfully completing their Competition Introduction evaluation automatically receives a grant from Saskatchewan Artistic Swimming.

- \$150 grant when the evaluation is completed within 12 months after taking the course.
- \$50 grant when the evaluation is completed within 13-24 months after taking the course.
- No grant when the evaluation is completed 25 months or more after taking the course.
- If the coach submits a request for evaluation within 12 or 24 months and Saskatchewan Artistic Swimming is unable to provide an evaluator in that time frame, the coach will still receive the applicable amount for the evaluation even though it is after 12 or 24 months.

A coach successfully completing their AquaGO! evaluation automatically receives a grant from Saskatchewan Artistic Swimming.

- \$85 grant when the evaluation is completed within 12 months after taking the course.
- \$35 grant when the evaluation is completed within 13-24 months after taking the course.
- No grant when the evaluation is completed 25 months or more after taking the course.
- If the coach submits a request for evaluation within 12 or 24 months and an evaluator is unavailable in that time frame, the coach will still receive the applicable amount for the evaluation even though it is after 12 or 24 months.

Saskatchewan Artistic Swimming will maintain a list of coaches taking these two courses and monitor status. Payment will be issued after Saskatchewan Artistic Swimming receives notification of successful evaluation completion from the evaluator.

Coach Development Grant - High Performance

Eligible Requests

- Competition Development or higher Certification Courses and Evaluation
- High Performance Coaching Development courses
- Other

A coach submitting a request to this committee must be actively coaching in Saskatchewan.

Officials Development Grant

Eligible Requests

- Attendance at qualifying competitions to upgrade certification
- Officials training offered by Canada Artistic Swimming
- Other

An official submitting a request to this committee must be actively officiating with Saskatchewan Artistic Swimming.

Officials Development Grant – High Performance

Eligible Requests

- Attendance at qualifying competitions to upgrade certification to Level 3 or above.
- Officials training offered by Canada Artistic Swimming
- Other

An official submitting a request to this committee must be actively officiating with Saskatchewan Artistic Swimming.

Eligibility - Coaching Grant or Officials Grant

To be eligible for this support, the applicant must have been a Saskatchewan Artistic Swimming member for at least one year.

Each committee will base its decision on the qualification of the individual and on how the course will improve current skills.

The individual receiving the grant must be prepared to share information/knowledge gained at the event when requested by Saskatchewan Artistic Swimming. It could be as a presenter at a camp or conference, writing an article for distribution to the membership via email or other media.

Assistance is available to cover expenses such as registration fees, travel and accommodation.

The individual or the club may submit the application. The application must be submitted by the deadline. If the club submits the application on behalf of one or more of their members, the club must ensure each individual is aware they must be prepared to share information or knowledge gained at the course when requested. If the club funds the member(s) to attend the event, the cheque will be issued to the club otherwise the cheque will be issued to the individual.

The individual might receive funding from sources including their club or other organization. Coaches are encouraged investigate funding opportunities through Coaches Association of Saskatchewan (CAS) www.saskcoach.ca. Officials are encouraged to investigate funding through SaskSport www.sasksport.sk.ca.

Applicant will receive payment of their approved grant following the satisfactory review of the follow-up information including funds received from other sources. Total funding from all sources cannot exceed the total amount of the expenses incurred.

Club Grants

Club Technical Skills Development Grant

Requests may be submitted for clubs to offer technical skills training for their competitive athletes. A club may submit more than one request until the maximum grant amount of \$400 is approved.

Eligible Requests

- Clinician costs
- Registration fees
- Travel and accommodation

Ineligible Requests

- Purchase equipment
- Provide training for coaches
- Social events
- Hire a coach from within the club to provide additional training to the athletes

Eligibility – Club Technical Skills Development Grant

To be eligible for this support, the club must have been a Saskatchewan Artistic Swimming member for at least one year and have competitive athletes.

The committee will base its decision on how the selected event will improve technical skills of competitive athletes.

The club receiving the grant must be prepared to share information/knowledge gained through the event when requested by Saskatchewan Artistic Swimming. It could be as a presenter at a camp or conference, writing an article for distribution to the membership via email or other media.

The club must submit the grant application by the deadline. They may also receive funding from sources including their club or other organizations.

The club will receive payment of their approved grant following the satisfactory review of the follow-up information including funds received from other sources. Total funding from all sources cannot exceed the total amount of the expenses incurred.

High Performance Club Grant

The HP Club Grant is to provide funding to clubs with National Stream programming. It is part of the High Performance Program Initiative (HPPI). The grant is awarded to each qualifying club in October. In return, the club is expected to utilize the funding to address the following

HPPI short term goals throughout the season. By June 30, each club receiving a grant must submit a report outlining their programs and services in support of the initiatives.

#4 Increase in numbers in competitive stream programs

#5 Increase in number in National Stream programming

#6 Increase training volume (pool and land) of National Stream athletes in the competitive season

Funds must be returned to Saskatchewan Artistic Swimming if the follow-up report is not received.

Eligibility – High Performance Club Grant

To be eligible for this support, the club must have been a Saskatchewan Artistic Swimming member of at least one year. The club must offer and support a National Stream program.

Annually, the total grant amount is set in the Saskatchewan Artistic Swimming budget. The total amount is divided by the number of National Stream athletes affiliated with Saskatchewan Artistic Swimming by October 15 as verified in the Canada Artistic Swimming online membership registration system. Club payment will be made by November 15.

The club receiving the grant must submit a follow-up report by June 30. Funding must be returned to Saskatchewan Artistic Swimming if the follow-up report is not received.

The follow-up report must list all programs and initiatives the club conducted throughout the year. Include information such as number of programs held, number of participants, and expected results. Include achieved results where possible.

Some example of payments. The budget for a given year is \$1200.

- Total number of athletes is 10. Amount per athlete is \$120. Club 1 has 5 registered athletes and Club 2 has 5 registered athletes, each club receives \$600.
- Total number of athletes is 20. Amount per athlete is \$60. Club 1 has 5 registered athletes and Club 2 has 15 registered athletes, Club 1 receives \$300 and Club 2 receives \$900.
- Total number of athletes is 6. Amount per athlete is \$200. Club 1 has 4 registered athletes and Club 2 has 2 registered athletes, Club 1 receives \$800 and Club 2 receives \$400.

Membership Assistance Program Grant (MAP)

The Membership Assistance Program (MAP) Grant was initiated by Sask Sport to provide financial assistance to all provincial sport governing bodies to allocate funds directly to their affiliated members.

MAP funds allow clubs to provide programs and services to their athletes/ participants and have greater access to facilities, competitions, coaching and training.

Eligibility – MAP Grant

In order to receive MAP funds, the club must be a member in good standing of Saskatchewan Artistic Swimming.

For guidelines and procedures information, refer to the MAP Grant Information document on the Saskatchewan Artistic Swimming, <http://www.saskartisticswimming.ca/governance/grant-applications>, or contact the Saskatchewan Artistic Swimming Executive Director.

GRANT APPLICATION PROCESS

1. Review the Saskatchewan Artistic Swimming Grants document for specific grant information before completing the application form.
2. Complete the grant application form using the correct form. **Incomplete submissions or incorrect forms will be rejected.**
3. Send completed form to Saskatchewan Artistic Swimming Contact shown above by the deadline.
 - All grant requests other than Competition Introduction Certification Grant and HP Club Grant one month before the event in the grant request.
 - Competition Introduction and AquaGO! Certification Grants will be managed by the Saskatchewan Artistic Swimming Technical Director. Coaches should contact SAS TD to request evaluation.
 - HP Club Grant will be managed by the Saskatchewan Artistic Swimming High Performance Director. Clubs must register their National Stream athletes by October 15 of the current fiscal year. Grant follow-up must be received by June 30 of the current fiscal year.

If the request is submitted after the deadline, the applicant must provide a rationale as to why it is late. Late applications will only be considered for support if the circumstances for being late are beyond the control of the applicant. Submitting an explanation does not guarantee funding will be approved. The committee will consider the rationale when reviewing the request for approval.

4. SAS Contact will forward to the Chair of the appropriate committee to forward to the committee. Include the SAS Executive Director on the communication.
5. Each member of the Committee will review the request then send their response to the Chair.
6. The Committee Chair will notify the SAS Contact of the status.
 - If approved, the grant amount approved will be included in the response.
 - If declined, reasons for the rejection will be included in the response.
7. SAS Contact will notify the applicant of the decision. Include the SAS Executive Director on the communication.
8. Follow-up Submission
 - Competition Introduction Certification – no follow-up is required by the coach. The evaluator will notify the SAS Technical Director of the status.
 - HP Club Grant – follow-up is required by June 30 of the current fiscal year.
 - All other grants – must submit the following to the following to the SAS ED within 14 days of the event:
 - Proof of course completion
 - Receipts for all relevant expenses
 - All other funding received for this event
9. Distribution of Funds
 - AquaGO! Certification Grant – SAS Executive Director will distribute the grant based on date of successful certification after notification from the SAS TD.
 - Competition Introduction Certification Grant – SAS Executive Director will distribute the grant based on date of successful certification after notification from the SAS TD.

- HP Club Grant – SAS Executive Director will distribute the amount based on the number of National Stream athletes registered with the club on October 15 of the current fiscal year by November 15.
- All other grants – SAS Executive Director will calculate the Net Expenses (Eligible Expenses minus Other Funding). SAS ED will distribute the lesser of the approved grant amount OR the Net Expenses to the applicant.

This process will not be used when Saskatchewan Artistic Swimming is providing general funding for all applicants at an event. This will be specified in the event announcement.

GRANT APPLICATION FORM

Grant (select only one)

- ☐ Coach Development Grant - Coaching Committee
☐ High Performance Coach Development Grant - High Performance Committee
☐ Officials Development Grant - Officials Committee
☐ Club Technical Skills Development Grant - Coaching Committee
☐ High Performance Club Grant - High Performance Committee
☐ N/A Competition Introduction Grant - Contact Saskatchewan Artistic Swimming Technical Director to attend a course or request evaluation
☐ N/A AquaGO! Grant - Contact Saskatchewan Artistic Swimming Technical Director to attend a course or request evaluation
☐ N/A Membership Assistance Program (MAP) Grant - Contact Saskatchewan Artistic Swimming Executive Director for the MAP application

Funding request type (select only one)

- ☐ Individual
☐ Group request for _____ (*Insert name of Club*)
☐ Club

Date Submitted	
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Rationale for Late Application **MUST BE PROVIDED FOR LATE APPLICATION**

If the application date is after the specified deadline, the applicant must provide a rationale as to why it is late. Submitting an explanation does not guarantee funding will be approved.

Name	Current Coaching Certification Level or Judge/Referee Level	Current Position and Club

Course or Event Details

Event Name	
Date	
Location	
Description	

Course or Event Expenses

Registration Fee	_____
Travel	_____
Accommodation	_____
Other	_____
Other	_____
Other	_____
Total	_____

Do you expect to receive funding from other sources? (Yes or No) _____

If yes, what is the amount of funding expected? _____

Grant amount requested from Saskatchewan Artistic Swimming

I understand that upon successful completion of the course and receipt of funding, I may be asked to conduct a seminar for Saskatchewan Artistic Swimming or provide a written article.

Date: _____

Signature: _____



Individual applicant or club authorized individual.

If club signs on behalf of their members, the club must ensure all individuals are aware of this requirement.

GRANT REVIEW

Committee Review

Date: _____

Committee: _____

Committee Chair: _____

Approved Amount: _____

Declined (provide reason): _____

Saskatchewan Artistic Swimming Executive Director Review

Date: _____

Proof of Completion Submitted (Yes or No) _____

Receipts Submitted (Yes or No) _____

Actual Expenses and Other Funding

Expenses	
Registration Fee	
Travel	+
Accommodation	+
Other	+
Other	+
Other	+
Total	=
Other Funding	-
Net Expenses	=

Net Expenses are greater than or equal to Approved Grant – issue cheque for Approved Grant Amount.

Net expenses are less than the Approved Grant – issue cheque for Net Expenses.