

FINANCIAL POLICIES

A. SASKATCHEWAN LOTTERIES

Bowls Saskatchewan receives Annual Funding, MAP Grant Funding, and other grants from Saskatchewan Lotteries Corporation as administered through Sask Sport Inc. These funds must be used in accordance with the policies provided by Sask Sport. A Sport Profile and Budget must be submitted by February 15th of each year, and a Follow-Up Report must be submitted by July 1st.

B. VOLUNTEER REIMBURSEMENT POLICY

General guidelines have not been established for volunteers however, volunteers are reimbursed on the basis of established amounts under the various categories that have been established for members at large.

The maximum rate for hotel accommodation is \$175, but it is expected that volunteers will find the most reasonably priced lodging. Accommodation in a private home will pay \$50. Receipts must be attached to the expense claim form.

Expense Claim Form on next page.

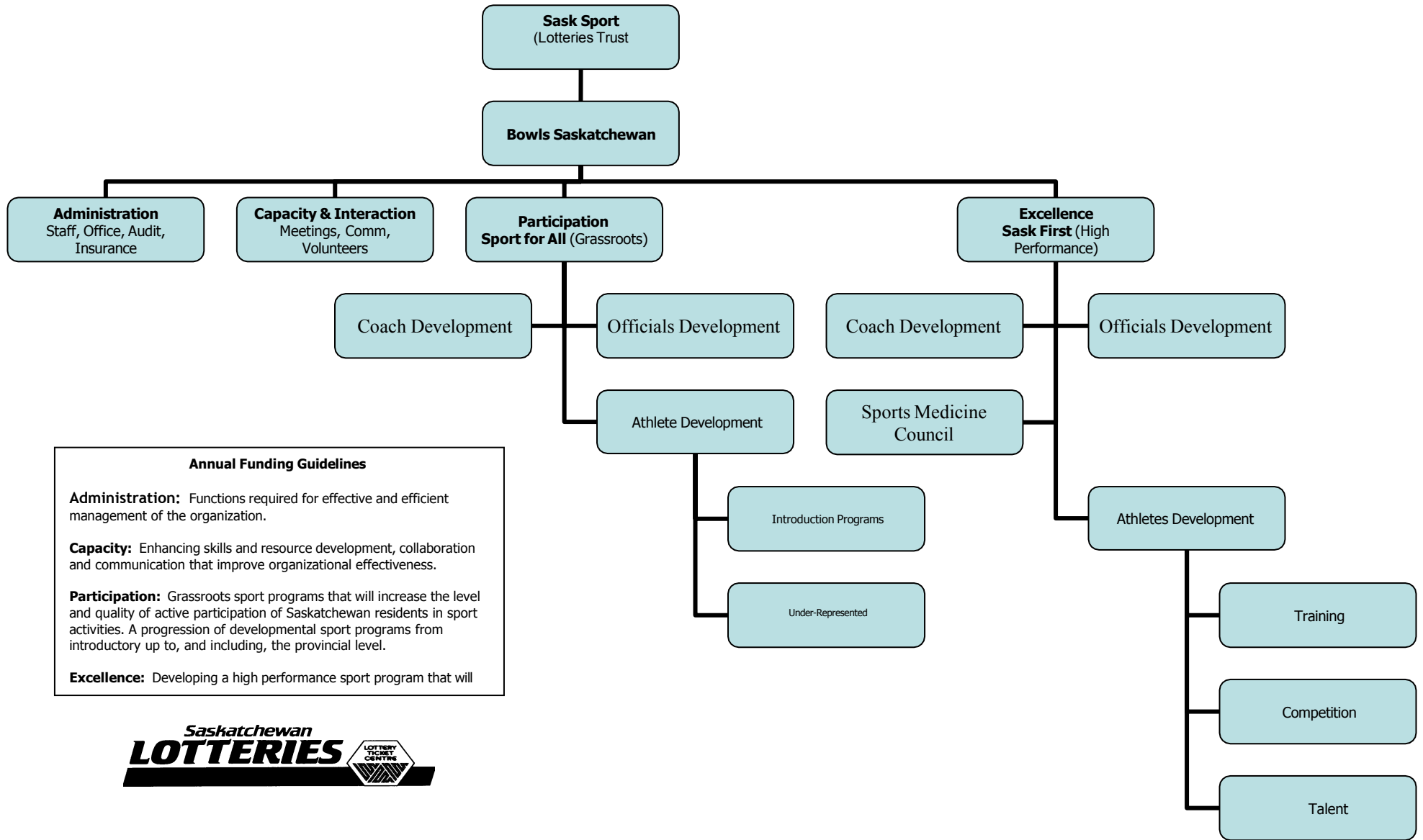
C. EXPENSE AND CHEQUE AUTHORIZATION

All Expense Claims and Cheques must be signed by two of the four approved signing officers as established annually, at least one of which must be a member of the Board of Directors

SASK SPORT ANNUAL FUNDING GUIDELINES

	ORGANIZATIONAL DEV'T		PARTICIPATION	EXCELLENCE
	ADMINISTRATION	CAPACITY/ INTERACTION		
GOALS	Organizations are supported for the administrative functions required for effective and efficient management of the organization	<p>Capacity – A provincial sport system comprised of individuals, communities, organizations and institutions with financial and material resources and the knowledge and skills to enhance their capacity to support increased participation and excellence.</p> <p>Interaction – The essential components of the sport system that are required to enhance excellence and participation are in place to meet the needs of athletes/participants in an ever changing sport environment.</p>	Saskatchewan residents from all segments of society will engage in quality sport programs that will provide opportunities for communities, volunteers and athletes to participate in sport.	Create an increased pool of Saskatchewan athletes, coaches, officials and teams who are systematically achieving success at regional, national, and international levels through fair and ethical means.
	ELIGIBLE EXPENSES	<p>The following are eligible expenses with this area:</p> <ul style="list-style-type: none"> ▪ Executive Director ▪ Administrative support staff ▪ Relocation, recruitment and selection expenses for administrative staff ▪ Office operations expenses including office supplies, phone, photocopying, rent, etc. ▪ Insurance ▪ Legal ▪ Audit ▪ Staff travel and sustenance 	<p>The following are eligible expenses with this area:</p> <ul style="list-style-type: none"> ▪ Planning ▪ Leadership/Professional development (volunteer and/or staff) ▪ Delegates to conferences/symposiums and national meetings ▪ Awards and Recognition ▪ Hosting ▪ Policy Development and Maintenance ▪ Communications (newsletters, websites, etc.) ▪ Board and Committee meetings including travel and sustenance ▪ Provincial AGM ▪ Promotions/marketing 	<p>Activities which develop the sport up to and including the provincial level are eligible in this area as follows:</p> <p><u>Athlete Development</u></p> <ul style="list-style-type: none"> ▪ Introductory Programs (i.e. Learn-To programs, public participation opportunities, new club development, equipment, training, facility rentals, travel & sustenance, etc.) ▪ Under-represented population initiatives (i.e. programs for Aboriginal people, youth at risk, people with a disability, northern residents, economically disadvantaged, etc.) ▪ Competition (i.e. playdowns, local competitions, provincial championships, etc.) <p><u>Coaching Development</u></p> <ul style="list-style-type: none"> ▪ Provincial Coach/Technical staff salary and/or expenses ▪ Volunteer coaching development (i.e. clinics, honorariums, upgrading, technical materials, etc.) <p><u>Officials Development</u></p> <ul style="list-style-type: none"> ▪ Clinics, technical materials, rulebooks, upgrading, etc.

ANNUAL FUNDING GUIDELINES



Annual Funding Guidelines

Administration: Functions required for effective and efficient management of the organization.

Capacity: Enhancing skills and resource development, collaboration and communication that improve organizational effectiveness.

Participation: Grassroots sport programs that will increase the level and quality of active participation of Saskatchewan residents in sport activities. A progression of developmental sport programs from introductory up to, and including, the provincial level.

Excellence: Developing a high performance sport program that will

