



## INTRODUCTION

Gymnastics Saskatchewan is committed to assisting our clubs through this Covid-19 pandemic. We see the need to support clubs with re-opening costs, and also in sustaining and promoting participation and membership for gymnastics programming in the province. Our Board of Directors has approved the following Emergency Assistance Program to help ensure that our clubs have the financial means to cope with the current crisis, as well as to provide some funds for future promotions and marketing to help ensure the retention of members and participants.

**Emergency Assistance Program (EAP)** funds are made available as approved by the Gymnastics Saskatchewan Board of Directors, through annual budget allocations or from the established emergency reserve fund.

Member clubs in good standing are eligible to apply for financial assistance when there is an emergency that impacts the Saskatchewan gymnastics community. We have identified the need to provide Covid-19 Response funding for a Re-Open Stream, and a Re-Build Stream.

The purpose of the 2020-2021 **EAP** is to provide direct financial assistance to our member clubs so that they may sustain operations and re-open due to an emergency closure, and that they may rebuild, restart, or develop new programming to sustain and increase membership in their club and in Gymnastics Saskatchewan.

## ELIGIBILITY

EAP funds for this program are allocated to clubs based on an application and adjudication process.

EAP funds will be made available to Gymnastics Saskatchewan clubs who are current members in good standing of Gymnastics Saskatchewan who also meet the following criteria:

- Can demonstrate a decline in membership or participation in programs from the same period in the previous year.
- Can demonstrate via financial declaration/documentation of financial burdens due to the emergency from the same period in the previous year.
- Submission of the application and spending plan, with required documentation.
- Completion of the follow up report that itemizes the spending, complete with supportive documentation and unique receipts.

## EAP FUNDING - ALLOWABLE EXPENDITURES

Allowable expenditures are as follows:

- Facility lease or mortgage payments (in excess of what is being covered by federal or provincial subsidy programs).
- Facility upgrading (temporary or permanent structures).
- Supplies and PPE related equipment such as - hand sanitizer/washing stations/cleaning supplies, signage, spot markers, tape etc. to assist with social distancing, foggers, etc.
- Equipment coverings or adjustments.
- Salaries, wages or honoraria for coaches, admin, cleaning and/or other staff (in excess of what is being covered by federal or provincial subsidy programs).
- Promotions, marketing and advertising developed with the aim of recruiting and/or retaining members.
- Technical and program resource materials to develop new or sustain current programming
- Costs associated with the creation and/or adoption of new approaches in delivering club programming. (eg. peer learning, professional development, networking, resource, knowledge and data sharing)



## INELIGIBLE EXPENSES

- Purchase of gymnastics equipment.
- Education and certification for coaches and officials \* (covered in other Gym Sask budget areas).
- Fundraisers, social events, cash prizes.
- Expenditures for which other subsidies or grant dollars have been used (MAP, CERB, CEWS, etc).

## FUNDING AMOUNTS

EAP fund amounts for 2020-2021 will be determined by the CEO and Board of Directors. Gymnastics Saskatchewan has identified the following amounts for 2020-2021 EAP funding:

- RE-OPEN STREAM - \$159,000 disbursed August 2020 + TBD Sept-Dec 2020
- RE-BUILD & SUSTAIN STREAM - \$TBD pending Sask Sport and Gym Sask budget allocations.

Unused funds may be re-allocated to another category or future projects at the discretion of the Board of Directors.

## FUNDING STREAMS

EAP funds will be distributed through two streams:

### **RE-OPEN STREAM**

The funding distributed through the Re-Open stream is aimed at reducing the operational costs of re-opening after the COVID-19 emergency. Gymnastics Saskatchewan understands that clubs have endured significant operational and financial hardships as a result of COVID-19. The funding offered through this stream is meant to help clubs overcome some of the challenges associated with those hardships and help clubs to successfully re-open their doors. The priorities Gymnastics Saskatchewan funded through this stream include, facility lease/mortgage assistance, staffing costs (not covered by other grants), COVID-19 supplies and PPE related equipment such as hand sanitizer/washing stations/cleaning.

### **RE-BUILD & SUSTAIN STREAM**

The funding distributed through the Re-Build & Sustain stream is aimed at supporting clubs with costs associated with their programming challenges as well as supporting club's program development initiatives and challenges that they have encountered as a result of the impact of COVID-19.

Gymnastics Saskatchewan understands that club programming has been or may be significantly impacted by a reduced capacity to offer programs for the same number of participants due to facility space protocols as a result of COVID-19 health and safety guidelines, while there remains the same level of costs associated with operating those programs as pre-COVID.

Gymnastics Saskatchewan's objective through this stream of funding is to support clubs that have experienced revenue losses as a result of their program's reduced capacity and loss in membership revenues. Other priorities that clubs can apply for include marketing, advertising and promotional costs to recruit and retain members, specific program development costs to build program capacity, club development costs associated with organizational growth initiatives, as well as any other costs related to rebuilding strategies and initiatives. Funding in the Re-Build & Sustain stream will be allocated based on a priority scale of eligible expenses as set out in the application for this fund.

## APPLICATION AND APPROVAL PROCESS

Clubs may apply for ONE of the Re-Open Streams based on the club's reopening date. Clubs may apply for one or both Re-Build & Sustain Streams, provided they can demonstrate need and submit unique expenses and receipts.



## ADJUDICATION PROCESS

Applications will be reviewed and adjudicated by a designated Gymnastics Saskatchewan 6-member committee.

When determining funding, the committee will take into consideration (including but not limited to) the following criteria:

- Number of club members registered with Gymnastics Saskatchewan **as of the previous year August 31 2019** and as of March 15 2020.
- Number of club members registered with Gymnastics Saskatchewan as of October 31, 2020 (upcoming registration deadline) and February 15, 2021 (upcoming registration deadline) .
- Number and type of disciplines and programs offered by club.
- Evidence of financial viability, including financial declarations and submission of supporting documents and information **as well as evidence of financial burdens due to the emergency from the same period in the previous year, via submission of financial declarations/documentation.**
- Seasonal versus year-round club; use of permanent versus community facilities.
- Club demonstrates perseverance to sustain operations and rebuild membership

## APPLICATION FORM

**The application forms for Category 2 and 3 are available now. Information regarding funding (if needed) for the Re-Build & Sustain stream Category 4 will be made available in early 2021.**

Please submit your funding request and supporting documentation, in confidence, by the established deadlines to:

Klara Kesmarky Miller CEO or Kristi Mandzuk Technical Director  
kmiller@gymsask.com                      kmandzuk@gymsask.com



#### CATEGORY #1 - RE-OPEN STREAM - \$159,000 TOTAL FUNDING PAID

For clubs re-opening between June and August 2020

To sustain operations and re-open due to an emergency closure.

- Application deadline July 31, 2020.
- Follow-up report deadline August 20, 2020
- **Receipts/expenses must be dated between March 15-August 20, 2020.**
- Payments released and paid August 31, 2020

#### CATEGORY #2 - RE-OPEN STREAM FALL 2020 - FUNDING TBD

For clubs re-opening September to December 2020 (clubs open prior not eligible)

To sustain operations and re-open due to an emergency closure.

- Application deadline Oct 31, 2020.
- Follow-up report deadline Dec 31, 2020
- **Receipts/expenses must be dated between September 1-December 31, 2020.**
- Payments released January 31, 2021

#### CATEGORY #3 - RE-BUILD & SUSTAIN STREAM FALL 2020 - FUNDING TBD

To re-build, restart or develop new programming for the fall 2020 session.

- Application deadline Oct 31, 2020.
- Follow-up report deadline Dec 31, 2020
- **Receipts/expenses must be dated between September 1-December 31, 2020.**
- Payments released January 31, 2021

#### CATEGORY #4 - RE-BUILD & SUSTAIN STREAM WINTER 2021 - FUNDING TBD

To re-build, restart or develop new programming for the 2021 winter/spring sessions.

- Application deadline March 1, 2021.
- Follow-up report deadline June 30, 2021.
- **Receipts/expenses must be dated between January 1-June 30, 2021.**
- Payments released July 15, 2021.