



MAP GRANT FUNDING

(Membership Assistance Program Regulations & Procedures)

Purpose:

- ❑ The purpose of the MAP is to provide financial assistance to affiliated member clubs to operate programs encouraging and promoting membership development within their club
- ❑ MAP Grants are made available to the SGA through funding from Saskatchewan Lotteries Trust Funds
 - The funds are provided to the Saskatchewan Golf Association with the intent of encouraging and expanding participation in the game of golf through sport skill development, rules clinics, etc.
- ❑ **Samples of completed Spending Plan and Follow-up Forms are available on the SGA Website.**

Eligibility:

- ❑ A Golf Club applying for a MAP Grant **must** be a Member In Good Standing
 - Each Member Club In Good Standing may submit one application
 - Several projects may be included on the Grant application
 - Projects for men, women, and junior sections' may be included on one application
 - Applications for funding are available on an annual basis provided your club has a reasonable amount of MAP Grant eligibility, based on the membership numbers at your club
 - Each Member Club applying for MAP Grant funding must submit a complete finalized membership list including full name, mailing address, telephone number and email address of all members of their Club from the previous year.
- ❑ Funding is on a per capita basis and is calculated on the previous year's remittance of membership fees to the SGA office
- ❑ **Eligible Expenses/Projects** for MAP Grant Funds are as follows, but not limited to:
 - off-set a High Speed Internet Line for the golf club, so the club can be connected to the RCGA Network (On-Line Handicap System)
 - This can include the rental from the internet provider
 - upgrade computer system for use of the RCGA Network
 - Junior, Women's, and Men's Development Programs
 - Hiring a CPGA Professional for golf instruction clinics
 - Future Links Mobile Clinics for Junior Players
 - Course Management clinics
 - Attendance to handicap seminars
 - Attendance to Member Club Rules of Golf & Etiquette seminars
 - Purchase of golf instruction DVD's
 - Purchase of National Golf In Schools kit (kit and resource valued at \$475.00)
 - Purchase of range balls and offering a members training session or member guest day
- ❑ **Non-Eligible Expenses/Projects** for MAP Grant Funds include:
 - Capital Projects - such as upgrading, maintenance to course, or equipment purchases
 - Debt repayment
 - Funding for team or individual entry fees
 - Wage payments for staff
 - Cash Prizes or Social Events
- ❑ MAP Grant Funding will be distributed to Member Clubs based on **approval** of eligible projects

Spending Plan Regulations and Procedures:

1. A MAP GRANT Spending Plan can be Faxed to (306) 975-0840 or mailed to the SGA Office (Attention: Candace Dunham, Manager of Administration & Member Services)
 - a. **Fax - is the preferred method for a more efficient turn around**
 - b. Saskatchewan Golf Association Office, 510 Cynthia Street, Saskatoon, SK S7L 7K7
2. SELF HELP - Each club is responsible for at least 25% of the total expense for the projects
 - a. MAP Grant contributes the remaining 75% to a maximum of your clubs MAP Grant eligibility
3. SIGNATURE - Spending Plan and Follow-Up Forms must be signed by the Club President, General Manager, or Head Professional

IMPORTANT DATES:

- Late and incomplete Spending Plans will be rejected
- No deadline extensions (May 31st and September 15th are the deadlines)
- No exceptions

- Application Spending Plans must be received by May 31st of the calendar year
 - o Mail - postmarked by May 31st of the calendar year
 - o Fax - received by midnight May 31st of the calendar year
 - o Approved Plans or Changes Required to Spending Plans - all clubs will be notified by June 16th about the status of their Spending Plan Applications

- REVIEW - All requests for MAP Grant Funding are reviewed by the SGA and will be approved or denied based on the above criteria

NOTE: IF a golf club receives MAP GRANT Funding in a calendar year and subsequently becomes a Member Not In Good Standing, the MAP GRANT Funds must be returned.

Follow-Up Report and Payment of MAP GRANT:

1. DEADLINE is September 15th of the calendar year
 - a. Late and/or incomplete Follow-Up Reports will be rejected
2. A Follow-Up Report must be submitted to the SGA office once the golf club's project is completed
 - a. Follow-Up Report must include a copy of all applicable receipts
 - b. All expenses must be accounted for on the application
 - c. SIGNATURE - Follow-Up Report must be signed by the Club President, General Manager, or Head Professional
3. CHEQUE PAYMENT of approved funds may be dispersed to all successful member clubs within fourteen (14) days of receiving the completed Follow-Up Report,
 - a. if the club is currently a member in good standing; and
 - b. they have remitted membership fees for the calendar year
4. MAP Grant funds approved by the SGA and paid to member clubs must be used for the purposes described in the Spending Plan

If you have any questions about MAP Grant Funding, please contact the Saskatchewan Golf Association at (306) 975-0850, email Candace Dunham at cdunham@saskgolf.ca, or visit us on the web at www.saskgolf.ca