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| <b>Policy Name:</b><br>Sport Program Funding Policy    | <b>Date of Approval:</b><br>March 30 <sup>th</sup> , 2020 | <b>Activation Date:</b><br>March 31 <sup>st</sup> , 2020                |
| <b>Approved By:</b><br>Board of Directors              | <b>Version:</b><br>2020.1                                 | <b>Replacing Previous Version:</b><br>April 2019 Bingo Operating Policy |
| <b>Review Cycle:</b><br>Annually by Board of Directors |   |   |

### 1.1 Purpose

- a) The Manitoba Gymnastics Association (MGA) is a participant in the Sport Program Funding program allocated by Sport Manitoba. The MGA has agreed to allow its member clubs to share in the funds received from the grant.
- b) The spirit and intent of this policy is to provide a basis for the MGA to remain a recipient of Sport Manitoba funding, as well as a fair basis for equitable sharing of funds. The policy also provides the criteria for qualification, sharing, and disbursement of funds which shall be at the discretion of the MGA Board of Directors.

### 1.2 Qualifications

- a) All clubs with athletes attending Western Canadian Championships/Western Canada Cup and/or Canadian Championships and/or Canada Winter Games as part of the Provincial Team registered with the Manitoba Gymnastics Association qualify for the Sport Program Funding.
- b) All approved clubs must be members in good standing during the fiscal year for which the funds were distributed.

### 1.3 Registration

- a) Each qualifying club shall be required to complete a "Sport Program Funding Registration Form" and submit it to the MGA on or before the deadline.
- b) All registrations that meet meeting qualifications-and deadlines shall be included in the next year's allocation formula. The allocation based on the formula will begin on April 1st of each year and end on March 31st of the following year.

### 1.4 Accountability

- a) Sport Program Funding must be spent according to the Accountability Guidelines:
  - Travel

- Equipment
  - Special Projects
  - Facility (such as rent, mortgage, etc.)
- b) “Sport Program Funding Accountability Forms” will be sent to each club following the fiscal year in which funding is to be distributed. These must be filled out and returned to MGA by June 30 of that year. If the deadline is not met, the money will be allocated to the MGA program funds. All receipts must be legible, clearly showing the date and amount. These receipts must be dated as indicated on the accountability form.
- c) Payments will be made at the end of each fiscal year, up to and including March 31. Any outstanding balances from the club will be subtracted prior to payment.

### *1.5 Sport Program Funding Allocation Formula*

- a) The MGA allocation of the Sport Program Funding will be 30% of total funds received from Sport Manitoba and \$4,500 for Technical Programming Allotment.
- b) The portion of Sport Program Funding allocated to Qualified Clubs is allocated as follows:
- 30% of Registration - Membership will be based on the registration of athletes at the end of the previous registration season, as of August 31.
  - 70% of Representation - Representation point allocation will be calculated by allotting 1 point for representation at each of the events noted in Section 1.2 a) Qualifications.
- c) The maximum allocation of the funding per club will be 33%. If this were to occur, the numbers will be adjusted accordingly.

### *1.6 Non-Operating Clubs*

- a) The definition of non-operating clubs for the purpose of this policy is as follows: Clubs that are no longer registered with the MGA in the current fiscal year.
- b) Non-operating clubs will only be eligible to receive funds for the time they were registered during the Sport Program Funding operating period, April 1 – March 31.
- c) Total funds available to a non-operating club will be divided by twelve (12) months and recalculated based on:
- Total funding available per club per month;
  - The number of months a club was registered;
  - 30% of Registration - Membership will be based on the registration of athletes at the end of the previous registration season, as of August 31.
  - 70% of Representation - Representation point allocation will be calculated by allotting 1 point for representation at each of the events noted in Section 1.2 a) Qualifications.