



SPRA Framework in Action Grant

1. Introduction

The Saskatchewan Parks and Recreation Association (SPRA) Framework in Action Grant is supported by the Recreation Section of Sask Lotteries and is managed and administered by the Saskatchewan Parks and Recreation Association.

The amount of funding available for the Framework in Action Grant, like all other SPRA Grants in any given year, depends upon the availability of Lottery Funds in the Recreation Section for that specific year.

2. Purpose

The SPRA Framework in Action Grant aims to support SPRA member initiatives that advance the goals and priorities identified within *The Framework for Recreation in Canada 2015 – Pathways to Wellbeing* (the Framework). Initiatives will show alignment with one (1) of the goals of the Framework and can be local, regional or provincial in scope.

A Vision for Recreation in Canada

We envision a Canada in which everyone is engaged in meaningful, accessible recreation experiences that foster:

- Individual wellbeing
- Community wellbeing
- The wellbeing of our natural and built environments

The goals of the Framework are:

- Active Living
- Inclusion and Access
- Connecting People and Nature
- Supportive Environments
- Recreation Capacity

To review *The Framework for Recreation in Canada 2015 – Pathways to Wellbeing* document, please visit: <https://www.spra.sk.ca/resources-and-advocacy/national-recreation-framework/>

Applications should clearly outline how the initiative will engage people and result in long-term benefits. Initiatives may include events, programs, studies and projects that effectively address the goals of the Framework.

For inspiration, see **Appendix I – Framework in Action Ideas**.

3. Eligibility

The SPRA Framework in Action Grant is available to eligible **Active Members** of SPRA. Eligible Active members include Cities, Towns, Villages, Rural Municipalities, First Nations Communities, Provincial Recreation Associations, Tribal Councils, Métis Regions and Regional/Urban Park Authorities. SPRA membership must be current.



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Please note that:

- The contact name on the application must match the contact name on the SPRA membership.
- Communities that have not fulfilled the requirements of SPRA Member's Initiative Grants from the previous three (3) years are not eligible to receive funding for this Grant. Further information on the status of previous grants can be gained by contacting SPRA at 1-800-563-2555.
- Grant payments will not be made if an applicant has any outstanding grant follow-up reports with the Sask Lotteries Community Grant Program, SPRA or the Sask Lotteries Trust Fund.

4. Available Assistance

Applicants can apply for grants to a maximum of \$2,000. Preference may be given to applications that show self-help, i.e. self-generated funds, donations-in-kind and other revenue. A maximum of one (1) application will be accepted from an Active SPRA member. Efforts will not be funded retroactively. Applicants can only receive one (1) SPRA Member's Initiative Grant per initiative each year.

Please note, new initiatives are encouraged as the Grant is not able to provide sustainable delivery funds. Previously funded opportunities will receive a lower priority due to the availability of funds in the Grant.

5. Expenditures

The following items are considered ineligible expenses:

- Capital expenses, assistance for the construction, renovation, or repair of capital facility projects such as arenas, pools, parks, athletic fields, trails, buildings, grounds, etc.
- Food related expenses – banquets, dinners, fundraisers and celebrations
- Subsidization of wages for full-time employees (additional staff hired to implement the program is eligible)
- Property taxes, insurance
- Alcoholic beverages
- Cash prizes (including gift cards)
- Off continent travel
- Uniforms, or personal items such as hats or sweatband

6. Application Process

Applicants are encouraged to consult with SPRA prior to submitting an application.

All applications must be submitted before the end of day **March 15, 2021**.

SPRA will review the applications to confirm the basic eligibility requirements have been met before determining if applications will be provided to the Framework in Action Adjudication Committee. The Adjudication Committee evaluates the application against set objectives and criteria through a weighted scoring system.

Funding decisions of the Adjudication Committee are final and are not subject to appeal.



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Applications will be reviewed approximately three (3) weeks after the deadline and applicants should know the outcome of their application approximately four (4) weeks following the deadline date.

Seventy-five percent (75%) of the total amount granted will be forwarded with confirmation of approval. The remaining twenty-five percent (25%) will be sent upon receipt and acceptance of the follow-up report.

Late applications will not be considered.

7. Funding Obligations

All funds must be used within twelve (12) months of the application deadline date.

Where possible, groups receiving grants must publicly acknowledge Saskatchewan Lotteries and the Saskatchewan Parks and Recreation Association within their activities. Promotional materials will be made available to successful applicants. Logos for each organization will be made available to successful applicants.

Funds granted through the SPRA Framework in Action Grant may only be used for the purpose stated in the application and funds are not transferable. SPRA must approve, in writing, any significant change in the use of the funds. **Unused funds, or funds that were spent incorrectly, must be returned to SPRA.**

It is important to recognize if your program is funded through the SPRA Framework in Action Grant, that it must adhere to the COVID-19 restrictions, guidelines and protocols the Provincial Government has applied on public gatherings and programming. Your initiative must also follow public health recommendations set in place by the Saskatchewan Health Authority (SHA).

Failure to meet the above funding obligations to the satisfaction of SPRA will be grounds to withhold the final payment and restrict access to future funding.

8. Follow-up Requirements

Successful applicants will submit a Follow-up Report within thirty (30) days of completing the initiative. Follow-up Report forms will be forwarded to successful applicants.

The Follow-up Report must include evidence on how the initiative addressed one (1) goal of the Framework.

SPRA would like to showcase the impact of this funding. Please send us pictures, videos and written testimonials. We will only use your photos and videos when a release form has been signed by the participant or their legal representative. If your community does not have an established release form, SPRA's form can be used and submitted with your Follow-up Report.



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SPRA's Photo Release Form can be accessed at:

<https://www.spra.sk.ca/resources-and-advocacy/photo-release/>

In addition to the completed Follow-up Report, successful applicants will provide: photocopies of actual receipts, payroll records, cancelled cheques or a schedule from the community's audited financial statement that verifies the program expenditures.

SPRA reserves the right to request a refund of the Grant amount from members that do not submit the required Follow-up Report information.

9. Application Requirements

The following information must be included in the application. Approval of applications will be based on all of the areas listed below.

a) Contact Information

The name of the Active member, contact person, telephone number, address, email address, initiative name, amount of funding requested, start and completion date(s).

b) Proposal

A detailed description of the initiative, the goal of the Framework and priority being addressed, and how the need was determined.

c) Outcomes

Outline the initiative's outcomes and include indicators on how these outcomes will be evaluated, or measured, for success.

d) Budget

Complete a proposed budget using the following outline:

- List of revenue (including SPRA Framework in Action Grant request, partnerships, other grants, fees and all self-help funds).
- List of expenses (including promotion, materials, equipment, transportation, registration, mileage, professional fees and all other expenditures).
- The application must have a balanced budget (revenues and expenses are equal).

e) Action Plan

A projected Action Plan, with proposed timelines.

10. Privacy

The protection of information is important to SPRA. We, as an organization, are committed to protecting the privacy of our members, volunteers, partners and employees. Our commitment is to maintain the confidentiality of your information and preserve your right to privacy.

SPRA will collect, use and disclose funding information in order to adjudicate this Grant. SPRA reserves the right to promote and advertise the Grant recipients and projects.



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Please submit all grant applications and supporting documentation on [Foundant](#) prior to the end of March 15, 2021 to: <https://www.grantinterface.ca/Home/Logon?urlkey=spra>

Contact SPRA for further information or for clarification pertaining to this Grant. We welcome your feedback on this and on other SPRA Programs and Services.

Please review the following checklist to ensure that all required information has been included in your Grant application.

- ✓ Your SPRA membership is Active*.
- ✓ All of your expenditures are eligible.
- ✓ Completion of a balanced budget.
- ✓ Completion of **all** sections of the application.
- ✓ Check all declarations in the application.
- ✓ All required documents have been filed in order to close past grants.

*If you are interested in applying but do not represent an SPRA Active member, please contact us to find out who the Active members are in your community or if you are eligible to become an Active member. SPRA Grants may only be applied for by Active members of SPRA. To find out more about SPRA and becoming an Active member, please visit our website at <http://www.spra.sk.ca/membership/benefits-of-membership/>.



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Appendix I

Framework in Action Ideas

"The Framework for Recreation in Canada invites the field to think of its place in Canadian society in different ways." (*The Framework for Recreation in Canada 2015 – Pathways to Wellbeing*, page 31)
<https://www.spra.sk.ca/resources-and-advocacy/national-recreation-framework/>

Below is a plain language interpretation of the priorities listed within this national policy document, in the hopes of inspiring innovation and creativity throughout the Saskatchewan Parks and Recreation Association membership.

Goal 1: Active Living

Foster active living through physical recreation.

Summary of Priorities:

Participation throughout the Life Course

Provide physically active recreational experiences for children, youth and older adults.

Physical Literacy

Use physical literacy tools in programs for people of all ages and abilities.

Play

Develop policies that support and encourage play outdoors, in nature, schools, communities and neighbourhoods.

Reduce Sedentary Behaviours

Inform recreation leaders about the importance of reducing sedentary behaviours and how to address sedentary behaviours.

Goal 2: Inclusion and Access

Increase inclusion and access to recreation for populations that face constraints to participation.

Summary of Priorities:

Reduce socioeconomic barrier to participation

Develop strategies and policies to keep recreation accessible and affordable to the public.

Recreation for Life

Address the age-related barriers to participation faced by children, youth and older adults.

Build Connections through Recreation

Access the insight of ethno-cultural perspectives when developing community recreation opportunities.



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A Holistic Approach to Recreation

Draw from the traditional values and culture in Indigenous communities to address the goals of the Framework.

Gender Equity

Design strategies and policies that encourage women and girls to be active participants and leaders in recreation.

Safe and Welcoming Environment for LGBTQ2S

Provide quality recreation experiences, free of harassment, judgement and discrimination.

Equitable Recreation for All Abilities

Work with persons with disabilities to create barrier-free recreation opportunities and spaces.

Address the Unique Challenges and Capacities in Rural and Remote Communities

Identify the limitations existing in some rural and remote communities and create recreation opportunities through collaboration.

Goal 3: Connecting People and Nature

Help people connect to nature through recreation.

Summary of Priorities:

Natural Spaces and Places

Provide natural spaces and places in neighborhoods and communities by developing or adding natural areas, forests, parks, trails and/or recreational waters.

Comprehensive System of Parks

Create and maintain a system of parks that allow year-round access to nature.

Public Awareness and Education

Inform the public of the importance of nature to wellbeing and child development, and the role recreation plays in connecting people to nature.

Minimize Negative Impacts

Ensure policies and practices in parks and recreation minimize negative impacts on the natural environment.

Goal 4: Supportive Environments

Ensure the provision of supportive physical and social environments that encourage participation in recreation and help to build strong, caring communities.

Summary of Priorities:

Provide Essential Spaces and Places

Provide recreation facilities and outdoor spaces in under-resourced communities based on needs and resources.



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Use Existing Structures and Spaces for Multiple Purposes

Work with partners to increase the use of existing spaces for multiple purposes.

Renew Infrastructure

Renew recreation facilities and meet the need for green spaces by securing funding, investing in aging facilities and developing renewal strategies.

Active Transportation

Encourage the development and maintenance of active transportation routes. Support the planning and design of communities to make active transportation easier to use.

Partnerships in Social Environment

Strengthen partnerships with schools, social service groups, arts community, law enforcement, transportation and urban planners, community organizations and the private sector.

Recreation Education

Increase the public's knowledge about how recreation contributes to quality of life and help people get the skills they need to make recreation a part of their lives.

Assessment Tools

Develop a common understanding of community wellbeing through the development of standardized assessment tools and guides to help communities measure their status on community wellbeing.

Align Community Initiatives

Collaborate with other community initiatives such as Age-Friendly Communities, Healthy Cities/Communities or Community Food Centres.

Goal 5: Recreation Capacity

Ensure continued growth and sustainability of the recreation field.

Summary of Priorities:

Collaborative System

Increase collaborative efforts to support and nurture a recreation system that achieves the vision and goals of this Framework.

Career Development

Carry out strategies to attract and educate new recreation leaders.

Advanced Education

Support advanced education in recreation by using studies to inform curriculum development and capture the supply and demand needs of the recreation sector.



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Capacity Development

Develop and offer education and training programs to increase the ability of volunteers and professionals working in the recreation sector, mostly in under-resourced rural and remote areas.

Community Leadership

Create a strategy to enhance community leadership in recreation.

Volunteers

Update volunteer strategies to better reflect the community. Recruit and support volunteers with a focus on populations and groups that face barriers to participate.

Knowledge Development

Support a comprehensive strategy that increases support for recreation research and data collection, a national recreation information system and collaboration.
