



Frequently Asked Questions – Saskatchewan Parks and Recreation Association (SPRA) Member Grants

1. Who can apply for an SPRA Member Grant?

Member Grants are available to eligible **Active and Associate members of SPRA**. Associate members must be a registered non-profit, registered charitable organization or a school. SPRA membership must be current. To find out who the SPRA members are in your community, contact our Membership Coordinator, Tracy at 1-306-782-1072 or by email at tmalayney@spra.sk.ca or our office email at office@spra.sk.ca

2. How many SPRA Member Grants are there and when do they become available?

Four Member Grants are available: Framework in Action Grant, Parks for All Action Grant, Get Moving Grant, and Training Grant. The Framework in Action, Parks for All, and Get Moving Grants offer two intake periods for 2024/2025, with deadlines on November 13, 2024, and May 28, 2025. The Training Grant is open for applications from October 1, 2024, to June 1, 2025. All Training Grant applications must be submitted through SPRA's online grant platform before the training event.

For a full list of release and application deadlines, as well as brochures for all Member Grants, please visit the [Member Grants](#) page on the SPRA website.

3. How would I know if my program would be eligible for a Member Grant?

Be sure to review and understand the Eligibility Criteria, Available Assistance, Ineligible Expenditures, and Application Process outlined in each Member Grant brochure. Please note that projects are not funded retroactively; any project that begins before the application deadline will not be eligible for funding.

4. Where can Grant applications be submitted?

All Member Grant applications are available on the [SPRA Online Grant Platform](#). Applications will be accepted up to the end of day when each Grant closes.

New users must create a username and password to access the SPRA Member Grants. Existing or previous users can log in with their username and password. If you need assistance with login information or have questions about a specific grant, please contact the SPRA Grants and Funding Assistant Consultant.

5. How much information about my program should be included in my Grant application?

When applying, provide detailed, specific information relevant to your program. Include a comprehensive program description, how the need for your program was determined, outcomes you hope to achieve and ways your program will be evaluated and measured for success.



6. What is a balanced budget and what does it look like?

A balanced budget means your program’s revenues and expenses are equal. When submitting a grant application, always include a balanced budget. As you prepare, carefully review the list of Ineligible Expenditures in each Grant brochure. Any expense in your budget that is ineligible (such as capital expenses or costs related to food) need to be covered by another source not by the Grant.

Below is an example of a balanced budget:

Revenue		Expenses	
SPRA Member Grant	\$ 2,000	Trainer/Facilitator	\$ 2,000
Self-Help funds (donations)	\$ 500	Facility Rental	\$ 500
Community Contribution	\$ 1,000	Equipment	\$ 500
		Promotion	\$ 500
TOTAL	\$ 3,500	TOTAL	\$ 3,500

7. If approved for a Grant, when would the funds be issued and how will we find out?

Applicants for the Framework in Action, Parks for All, and Get Moving Grants will be notified of their application outcome about four weeks after the application deadline. Upon approval, 75% of the grant amount will be issued to the SPRA member listed on the application, along with an approval letter. The remaining 25% will be released upon submission and acceptance of the Follow-up Report.

Training Grant applications will be reviewed, and applicants will be notified of their outcome approximately four weeks after submission.

8. If approved, when does the Grant need to be used by?

If approved for a Grant, all funds must be used within 12 months of the application deadline date. Within this timeframe, your program must be completed, and the Follow-up Report submitted for review.

9. What happens if applicants are unable to conduct their program or if training opportunities are cancelled?

The applicant should promptly inform the SPRA Grants and Funding Assistant Consultant. Applicants may need to either return any funds already received or request approval to modify their program or training plans. Adjustments will be assessed on a case-by-case basis. SPRA must provide written approval for any changes to your approved program or training plans.



10. What happens if a member's previous Grant remains open? Can they submit new Grant applications?

Grant payments and new applications will not be issued, reviewed, or accepted if an applicant has any outstanding Grant Follow-up Reports with the Sask Lotteries Community Grant Program, SPRA, or the Sask Lotteries Trust Fund. We encourage all grant recipients to complete their programs and fulfill all follow-up requirements to maintain their eligibility for future funding.

If you have any questions about our Member Grants, please contact our Grants and Funding Assistant Consultant, Brian Chmarney, at bchmarney@spra.sk.ca or call 306-206-2446.