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Pennant, Saskatchewan  
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[saskfoundation@scouts.ca](mailto:saskfoundation@scouts.ca)

## **FUND DISPERSAL POLICY**

### **PURPOSE**

The purpose of the Saskatchewan Scouting Foundation is to raise, invest and administer funds and to preserve the Capital Base for the use in support of scouting projects that are not within the field of normal day-today operations. Funds shall not be used for any purpose other than for the benefit of Scouting in Saskatchewan and preference will be given to projects which are designed to address new needs, test new approaches, introduce new programs or resources and which will serve and/or strengthen Scouting in Saskatchewan.

### **GUIDELINES**

1. Financial assistance will only be provided to projects that conform to the purpose as described above.
2. Generally, Foundation support will be normally limited to a maximum of 80% of the total cost of any proposed project. All applications may only be made on behalf of a registered Saskatchewan Scout Group or Council.
3. A project for which a grant is requested must be described in a form prescribed by the foundation. Together with any supporting documentation, all requests must be sent to: Saskatchewan Scouting Foundation, 26 Wilkie Rd, Regina, SK, S0N 1X0.  
Or emailed to [saskfoundation@scouts.ca](mailto:saskfoundation@scouts.ca)
4. The foundation will contact the Saskatchewan Council for their input/comment.
5. The foundation will consider requests on an as received basis.
6. Unless specifically authorized by the foundation, no part of the grant may be used for salaries, honoraria or administration.
7. Any part of the grant which is not expended when the project is completed must be returned to the Foundation or expended as authorized by the Foundation.
8. All grant recipients will be expected to submit a written project status report to the foundation, within a time frame agreed to by both parties..
9. When the project is completed a report with a full financial statement must be submitted to the foundation.

### **NOTE:**

Application forms are available at the Council Service Center or on line at the Saskatchewan Scouting Website  
[http://skc.scouts.ca/sites/default/files/files/sk/FoundationFunds%20Dispersal%20Policy\\_0.pdf](http://skc.scouts.ca/sites/default/files/files/sk/FoundationFunds%20Dispersal%20Policy_0.pdf)

### **GENERAL NOTES**

It would be helpful if the application contained the following:

1. A minimum of 30 days should be allowed for processing the request through to completion. Although we will attempt to advise of outcome within 7 days
2. Concise description of the project indicating degree of local Scout involvement in implementation, impact on both Scouting and the community (i.e. number of Scouts or community members who might be expected to benefit), possible advantages from application to Scouting at large (i.e. beyond local area) if applicable. If project is to provide facilities, are there similar facilities available locally and would there be any overlap?
3. If the project to be undertaken is for facilities, promotion or development material, what provisions will there be for ongoing maintenance, replacement (of materials), etc? Can these be accommodated within local budgets? If not, Comment.

If this is an ongoing project, will there be a need for further support from the Foundation, and if so, for how long and how much (estimate)? Will other outside financing be available or sought?