



MANITOBA CYCLING ASSOCIATION

COVID-19 MANITOBA CYCLING SPORT COMMUNITY ASSISTANCE

PHASE 1

Manitoba Cycling recently received a Federal Government Grant as part of the Sport Emergency Funding Program. On behalf of the MCA, we wish to extend short-term financial support to assist our affiliated clubs and member partners with expenses related to the pandemic as well as preparations for “return to play” activities.

All eligible items **must be expended by March 31st, 2021.** Clubs are asked submit applications as soon as possible **but no later than February 28th, 2021.** Club applications will be considered upon receipt; however, we will not be able to approve applications received beyond February 28th, 2021.

HOW MUCH ASSISTANCE IS AVAILABLE?

Up to a maximum of **\$500.00 of eligible expenses per club.** Receipts required.

GRANT ELIBILITY CRITERIA

The funding provided by this grant is to support your club to assist with challenges directly related to COVID-19, while keeping operations and programs viable through these challenging times. Funds cannot be used to replace lost revenue or duplicate other Federal funding programs. Funding must be applied to expenses incurred from operations and programming through to March 31st, 2021.

WHAT TYPE OF EXPENSES ARE REIMBURSABLE?

- COVID-19 related supplies (hand sanitizer, signage, masks, cleaning & protective equipment)
- COVID-19 related staffing (increases due to return to play ratios, safety staff/volunteer monitors)
- 2021 MCA Club Affiliation Fee
- Coach criminal record checks
- Community Coach training
- First Aid Training
- Community initiatives to increase club participation (i.e.: club try-outs, mechanic courses, skills training)
- Officials Training & Development
- Winter Trails Grooming
- Ongoing operational expenses (rent, storage, insurance, accounting/legal, IT)
- Sport equipment expenses related to return to play guidelines
- Program facility rent expenses (increases as a result of increased space requirements)

QUESTIONS?

Contact Laura Finlay (204-619-1871) or cycling.mb@gmail.com



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FUNDING PROCEDURES

STEP ONE:

Apply for funding ASAP!

Email completed application form and budget to Laura Finlay at cycling.mb@gmail.com no later than **February 28th, 2021**.

The application form (including a proposed budget) must be completed, reviewed and pre-approved prior to the project beginning.

STEP TWO:

Collect Receipts & Itemize expenses

The applicant will be notified once expenditures are approved.

All expenses must be incurred before **March 31st, 2021** to qualify for reimbursement.

Up to \$500.00 of eligible expenses per club will be approved.

STEP THREE:

Complete and forward post event report with receipts

A post event report will be provided upon approval of your application and expenses. Please send your post event report with receipts to Laura Finlay via email no later than April 30th, 2021

Email: cycling.mb@gmail.com

Mail: Manitoba Cycling

145 Pacific Ave

Winnipeg MB

R3B2Z6

QUESTIONS?

Contact Laura Finlay (204-619-1871) or cycling.mb@gmail.com

Paul Huntington

President, Manitoba Cycling

Twila Cruickshank

Executive Director, Manitoba Cycling



MANITOBA CYCLING ASSOCIATION

COVID-19 MANITOBA CYCLING SPORT COMMUNITY ASSISTANCE APPLICATION FORM-PHASE 1

Notes:

Prior to submitting your application, please read **Grant Eligibility Criteria and Funding Procedures**. Eligibility does not ensure assistance.

Applications must be completed, signed, and submitted prior to proceeding with expenditures.

- Applications will be reviewed and considered upon receipt
- The applicant will be notified by the MCA and sent a post-event report form.
- The post-event report and receipts must be received by April 30th to secure funding.

Application Details

Organization Name:									
Contact Name:									
Mailing Address:		Town:		Postal Code:					
Phone:		(H):	(W):		(C):				
E-mail:						Fax:			
Are you a registered member of the Manitoba Cycling Association?					Yes <input type="radio"/>		No <input type="radio"/>		
If No, do you intend on becoming a registered member of the MCA?					Yes <input type="radio"/>		No <input type="radio"/>		
If No, please indicate rationale for the decision:									
Signature:					Date:				

Manitoba Cycling has a privacy policy that protects personal information. Any personal information requested on this application will only be used for the administration of Manitoba Cycling.



MANITOBA CYCLING ASSOCIATION

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Initiatives: (Briefly describe the type of club expenses that you will be applying for reimbursement)

PROJECTED EXPENSES (Up to \$500.00 per club). Expenses must be incurred before March 31,2021.

ITEM DESCRIPTION:	Expense
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL EXPENSES:	\$

GRANT AMOUNT REQUESTED:	\$
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