



Saskatchewan Archaeological Society

#1-1730 Quebec Avenue, Saskatoon, SK S7K 1V9 Canada

Phone: (306) 664-4124 Fax: (306) 665-1928

Email: general@thesas.ca



Member Funding Grant Guidelines

The Saskatchewan Archaeological Society (SAS) supports locally-based projects and activities which will involve two distinct constituencies:

- members of the SAS and/or Chapters,
- and the general public.

In both cases, the intent is to support an increase in both the quantity and quality of involvement, so that a greatly enlarged number of people can learn about, appreciate and work toward the better protection of Saskatchewan's archaeological sites, artifacts and information.

It is the philosophy of the society that every individual member, wherever they live in the Province, should be given the opportunity to participate in our activities, and that the Society has a public duty to present archaeology and encourage resource conservation to as wide an audience as possible.

Conditions:

- The applicant must, except under exceptional circumstances, reside in Saskatchewan
- The applicant must be a member in good standing of the SAS.
- Applicant agrees to abide by the letter and spirit of the Bylaws and Policies of the SAS and funds are to be used for purposes, which are consistent with those Bylaws and Policies.
- Applicant must be eligible to obtain all provincial and federal permits, which may be required to perform the tasks.
- Applicants must meet all legal requirements during the performance of their work.
- The SAS may fund, in part, projects, which receive government or private support, on a cost-sharing basis.
- Applications for funds shall be submitted on forms for the purpose provided by the SAS office.
- No payments will be made by the SAS after 24 months from the March 31st application deadline.
- Receipts and invoices must be submitted with expense claims.
- The amount of assistance allocated to each grant would be authorized in the annual report presented at the Annual Gathering. The information also will be supplied to members upon request.
- Acknowledgment of funding support shall be made in any finished product of the project such as a publication, presentation, display or site marker, of the following: Saskatchewan Archaeological Society, SaskCulture Funding Provided by Saskatchewan Lotteries. Both logos must be included.
- Non-compliance with either the general or specific conditions pertaining to grants received from the SAS may result in the withholding, by the Society, of further



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payments, or a request to the grant holder to return moneys already paid out by the SAS.

- Projects that involve and/or invite other members and members of the public to participate or visit the project will have priority over those that do not include such involvement.

Research and Project Assistance Grants

Purpose: These awards are designed to support salvage and mitigation of significant archaeological resources in situations where otherwise normal funding may not be available – e.g., agricultural impact, small business enterprises, non-profit recreational or conservation societies' developments. Priority will also be given to projects of an emergency nature where time does not allow for the application for funds from other sources.

Amount Available: Individual awards are up to a maximum of \$1,000.00. The total amount available for the current fiscal year is indicated in the current year's budget. The Member Funding Committee may decide not to award funds, or the total available in any given year.

Eligibility: Any member in good standing of the SAS may apply. If archaeological fieldwork is involved, the applicant must be able to obtain a valid research permit (for either Type A or B Research or for a Heritage Resources Impact Assessment or Mitigation Investigation) as required by the Archaeological Resource Management Section, Government of Sask., prior to the awarding of the fund. Applications that involve members of the SAS, member of the Chapters, and the public will be given the highest priority. Priority will also be given to projects that involve fieldwork or archaeological resource conservation.

Use of Funds: The funds are intended to cover expenses directly related to the project and, normally, not to provide remuneration for the director or assistants. Expenses might include transportation and room and board (director only), consumable goods, photography, drafting, typing and duplication, telephone, C-14 samples or technical analyses, and postage, etc. Capital equipment (e.g. cameras, etc.) will not be funded. Projects could make use of SAS field equipment, if available.

Procedure and Deadlines

The application should include:

- a project proposal (similar to that required for a permit application if field research is involved),
- a resume of background and skills of the applicant,
- a detailed budget outline, the applicant's permit number (if applicable) and
- an estimate of the termination date.



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The project proposal and budget should cover not only the fieldwork (if this is involved), but also the analysis and report writing phases.

One (1) copy of the application shall be submitted to the SAS office (#1-1730 Quebec Avenue, Saskatoon, SK S7K 1V9) by 4:00 p.m. on March 31st.

Upon approval of a grant, the applicant shall signify acceptance by means of a letter to the President, whereupon a cheque for 60% of the grant shall be issued. An additional 40% will be paid upon completion of the project, receipt of a satisfactory written final report and financial statement (supported by receipts). The report shall be submitted within 24 months of the March 31st application deadline.

Reporting Requirements: The recipient must provide a financial statement, with receipts at the completion of the work and a brief report. This report will also be suitable for publication in the *Saskatchewan Archaeology Quarterly*. All grants supporting graduate research require the submission of a bound copy of the completed thesis for deposit in the SAS library.

Applications that have the support and involvement, financial and/or otherwise, of outside organizations (Rural Municipalities, Councils, recreation boards, other Provincial Cultural organizations, local business or other sponsors, etc.) are encouraged.

These projects that, as appropriate, involve as many as possible of the SAS membership and the general public are encouraged, as are those that will have tangible, lasting benefit.

Receipt of Applications

All applications are to be sent to the SAS office and any communications or inquiries should be directed to the Executive Director.