

# CIF's response to COVID-19

Last updated: March 30, 2020 at 2:00 p.m.



The [Community Initiatives Fund](#) understands that COVID-19 may present unexpected challenges for Saskatchewan organizations that have received or are seeking CIF grants to support programs. For the health and safety of all, please adhere to current [provincial](#) and [federal](#) government regulations when considering your programming. We recognize that your CIF funded programs may be impacted and encourage you to contact us to discuss any anticipated changes and we'll work with you to explore options.

## **Is the CIF office currently open?**

To help flatten the curve, CIF has temporarily closed its office to the public effective March 18, 2020, until further notice. Staff remain available to assist applicants and grantees. Reach out to us:

Grants Administrator: [rnewton@cifsask.org](mailto:rnewton@cifsask.org)

Grants Manager: [asawatzky@cifsask.org](mailto:asawatzky@cifsask.org)

## **Will funding application deadlines remain April 1 and October 1?**

The April 1, 2020 deadline remains as scheduled as to not delay the distribution of funding to organizations. It is too early to determine if the October 1, 2020 deadline will be impacted by the temporary closure of Casinos Regina and Moose Jaw. Should there be a change to the October deadline, an announcement will be posted on our website as well as circulated through our social media channels.

## **What program changes should my org be considering in light of COVID-19?**

We recognize that program dates and or the programs themselves may need to adjust or change as things develop. Please keep in mind government regulations, practical timelines and alternative delivery methods such as online programming. Programming must continue to align with CIF funding themes as well as eligible expenses. A revised budget may be required depending on the nature of the request.

## **My org would like to make changes to our CIF-funded program, what is the process?**

Grantees must submit a written amendment request outlining the program changes they are exploring. Amendment requests can be submitted through our online granting platform or by email. Program changes must be approved by CIF prior to implementation.

## **My organization's program needs to be postponed, what are the guidelines for grant extensions?**

Only one extension per grant is allowed for programs affected by COVID-19 with the maximum extension for Annual Grants being 12 months from the original project end date. Extension dates will be determined on a case by case basis with the grantee with the understanding that should the program remain postponed past the extension date, the file will be closed, allowing the grantee to claim any eligible expenses incurred to date.

## **My organization has decided to cancel our program, are incurred expenses still eligible?**

CIF understands that there are still costs associated with cancelled or postponed programs and encourages grant recipients to keep track of incurred expenses. If a program needs to be cancelled, grantees can claim eligible expenses incurred to date and close the file.

## **My organization received a CIF Summer Grant for 2020, what do we do if programming cannot go forward this summer?**

Unfortunately if a summer program is unable to run by August 31, 2020, unused grant funds will need to be returned and the file closed. The grant cannot be applied to fall programming or to summer 2021.