

# Program Overview and Application Instructions

This document is for use under the **Saskatchewan Tourism Sector Support Program (STSSP)**.

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## PROGRAM OVERVIEW

The Saskatchewan Tourism Sector Support Program (STSSP) is established to provide financial assistance to eligible tourism businesses that have experienced a sales revenue decline due to the economic effects caused by the COVID-19 pandemic.

There are four streams for assistance within the program:

1. Accommodation Sector Businesses
2. Major Event Facilities (referred to as “Major Event Sector Business Facility” in the application form)
3. Attractions or Tour Sector Businesses
4. Event Sector Business

Applicants who operate their business in more than one of these streams may choose which stream to apply under, but may **only apply once** under the program.

**Accommodation Sector Business and Major Event Facilities** stream provides a one-time payment of between \$10,000 to \$50,000 based on 30% of the applicant’s average monthly sales revenue for each full month of operations in 2018 or 2019.

**Event, Attraction or Tour Sector Businesses** stream provides a one-time payment of between \$7,500 and \$15,000 based on the number of event participants (event sector) or employees (attraction or tour sector).

## ELIGIBILITY

### General Eligibility Criteria

To be eligible, a business must:

- Be a tourism business and meet the definition of one of the four streams: “accommodation sector business”, “major event facility”, “event sector business” or “attraction or tour sector business”;
- Have been carrying on business in Saskatchewan on February 29, 2020;
- Maintain a permanent establishment in Saskatchewan;
- Plan to carry on business operations;
- Not receive core funding from the Government of Saskatchewan; and
- Apply on or before October 1, 2020.

## Additional Accommodation Sector, Major Event Facility, Attraction or Tour Sector Eligibility Criteria

- have experienced a loss of sales revenue in June 2020, of at least 30% when compared to the average monthly sales revenue in 2019; or
- for seasonal businesses, the sales revenue or bookings are expected to be 30% less when compared to 2019.

## Additional Event Sector Eligibility Criteria:

- has hosted a tourism or business event(s) for more than one year in Saskatchewan; and
- the planned event(s) for 2020 have been cancelled.

## DEFINITIONS – ELIGIBLE TOURISM BUSINESSES

### Accommodation Sector Business

- businesses that provides accommodation or bed and breakfast services;
- businesses that operate a full-service hotel or a motel;
- outfitter businesses;
- privately-owned Recreational Vehicle (RV) parks and campgrounds;
- seasonal resort businesses, including those operating in any park in Saskatchewan; or
- any other business that satisfies the minister that they provide accommodation services in the tourism sector.

but does not include:

- short-term rentals or accommodation sharing involving renting personal assets for a fee through an online application (residential homestays);
- oil and gas mining camps;
- home or condo rental businesses;
- RV Parks or campgrounds owned or operated by municipal, provincial or federal government entities;
- hostels;
- hospices; or
- businesses or operations owned or controlled by the Government of Saskatchewan entities.

### Major Event Facility

Regina Performing Arts Centre, EA Rawlinson Centre, Evraz Place, TCU Place, Persephone Theatre, Globe Theatre, Affinity Place, Prairie Land Park, Ness Creek Festival Site, Innovation Credit Union Plex, Gallagher Centre, Mosaic Place, SaskTel Centre, Brandt Centre, Dekker Centre for Performing Arts or any similar facility that hosts major events.

### Attraction or Tour Sector Businesses

- travel agents;
- bus tours;
- guided tours;
- houseboat rentals; and
- businesses that provide attractions that the minister is satisfied:
  - are attractions within the purpose that the program was established;
  - normally bring visitors from outside the community in which the attraction is located and for which at least 20% of the visitors normally come from a distance of at least 40 kilometres; and
  - could not or cannot be held or made available in 2020 due to restrictions on public gatherings.

but does not include:

- halls;
- retail businesses, and
- restaurants.

## Event Sector Business

- members of the Saskatchewan Chamber of Commerce or the Saskatchewan Association of Agricultural Societies and Exhibitions (SAASE) who had had a cancelled event in 2020; or
- a business that has hosted a tourism or business event for more than one year in Saskatchewan that:
  - normally attracts at least 20% of the attendees from a distance of at least 40 kilometres; and
  - could not or cannot be held in 2020 due to restrictions on public gatherings

but does not include:

- charity fund raisers;
- anniversaries, weddings or reunions;
- Canada Day celebrations;
- homecomings;
- seminars or clinics; or
- religious and political gatherings.

### QUALIFY FOR MULTIPLE SECTORS

If an applicant is eligible to be considered in more than one category of tourism businesses, the applicant may apply for assistance under **only one** category.

### MORE THAN ONE LOCATION

If an applicant operates its tourism business at more than one location, the applicant should make a separate application for financial assistance with respect to each fixed location.

### NOT IN BUSINESS FOR 6 MONTHS PRIOR TO APPLICATION

In the case of a tourism business that was not owned by the applicant or carrying on business for at least 6 months before the application was submitted, the applicant must provide information to show that the business meets all other eligibility requirements. The business must also show that they have experienced or will experience a significant loss of bookings or sales revenue as a result of COVID-19.

### SEASONAL BUSINESSES

If seasonal businesses meet all the eligibility criteria, they may apply based on the months that they normally operate, comparing 2020 sales revenue or bookings to a similar time frame in 2018 or 2019.

Calculation for financial assistance will depend on the category under which your business applies.

### AMOUNT OF FINANCIAL ASSISTANCE

#### ***Accommodation Sector Business or Major Event Facility***

##### *Calculation*

**NOTE:** In this section, “monthly sales revenues”, means the amount the applicant satisfies the minister that the participant derived in a month from sales revenue in Saskatchewan. The amount of a financial assistance that the minister may provide to an **accommodation sector business** or **major event facility** is the greater of:

- a) 30% of the applicant’s average monthly sales revenues for each full month of operation in 2018; or
- b) 30% of the applicant’s average monthly sales revenues for each full month of operation in 2019.

The minimum amount of financial assistance for an accommodation sector business or major event facility is \$10,000. The maximum payment is \$50,000.

### **Attraction or Tour Sector Business**

*“Full-time employees” should be calculated using the number of full-time employees (30 hours per week or more) during the peak operating season in 2019. The business’ owner operator may be included when calculating full-time employees.*

#### **Calculation**

- a) \$7,500 to an applicant with 1 to 4 full-time employees;
- b) \$10,000 to an applicant with 5 to 10 full-time employees; or
- c) \$15,000 to an applicant with more than 10 full-time employees.

The minimum amount of financial assistance for attraction or tour sector business is \$7,500. The maximum payment is \$15,000.

### **Event Sector Business**

#### **Calculation**

- a) \$7,500 to an applicant whose event typically attracts less than 2,500 attendees;
- b) \$10,000 to an applicant whose event typically attracts 2,500 to 5,000 attendees; or
- c) \$15,000 to an applicant whose event typically attracts more than 5,000 attendees.

The minimum amount of financial assistance for attraction or tour sector business is \$7,500. The maximum payment is \$15,000.

## **OVERPAYMENT**

Payments under the program may be audited and any overpayments will be deemed a debt owing to the Crown.

## **APPLICATION STEPS**

Before making a submission of any kind to the STSSP, applicants should thoroughly review this document, the Q&As, *The Saskatchewan Tourism Sector Support Program Regulations* and the program [website](#) to review all eligibility criteria and select the appropriate application stream.

To qualify for the STSSP, an applicant must submit a complete application and attest to all the eligibility criteria listed above.

Complete the application form online:

- Include banking information for automatic deposit;
- Acknowledge the attestation as required; and
- Click on submit.

Applications containing all the required information will be processed on a first-come-first-served basis.