

## Armagh, Banbridge and Craigavon Sports Grant Aid Scheme Guidance Notes

### **Aim:**

The purpose of the sports grant aid scheme is to provide financial support to help athletes, coaches and sports clubs from the Armagh City, Banbridge and Craigavon Borough Council area to attain their full potential. The finances for this will be made available for this through the Armagh City, Banbridge and Craigavon Borough Council. The scheme will be administered by Armagh, Banbridge and Craigavon Sports Forum.

### **Sports Grants Available:**

Six award schemes are available under this sports grant aid scheme. These will be administered through two application forms; one covering individual applicants and one for clubs.

### **Club Development Grants:**

These will focus on increasing the quality of provision by local sports clubs and improving their operation and will include Club NI Accreditation, Volunteer Development, Coach & Umpire/Referee Development and Representative Sporting Clubs. It will provide small scale funding for local sports clubs up to a maximum of £300 per club per element with the exception of Grant Aid for Coaches which is a maximum of £1000. Clubs may apply for **three of the four elements in a financial year**. The elements are:

- **Clubmark NI Accreditation Grant**

To recognise clubs that have developed their Junior/Senior Club section and achieved Clubmark NI accreditation (as recognised by Sport NI). Maximum award £300. Please note that it is not essential to have Clubmark to apply for the other grants available.

- **Volunteer Development Grant**

To assist clubs with the development of volunteers through the hosting of generic courses like First Aid, Child Protection or Specialist coaching to develop Coaches (not players) with a maximum of £300 per club per annum and up to 50% of eligible costs.

- **Grant Aid for Coaches & Umpires/Referees**

Clubs can apply for assistance with the cost for coaches, umpires/referees to undertake a relevant Governing Body Coaching/Umpiring/Refereeing Award up to a maximum of £1000 per club, per annum and up to 50% of eligible costs. (Please refer to criteria for further information).

- **Representative Sporting Clubs**

To recognise clubs who have teams either representing or have qualified to represent their County, Northern Ireland or Ireland at an All-Ireland final or higher. Up to 50% of costs up to a maximum of £300 for travel and accommodation. They must apply after they have taken part in the event. County Squads and General League Competitions are ineligible.

Clubs must be affiliated to the Sport Northern Ireland, Sport Ireland or UK Sport recognised Governing Body, as well as affiliated to the Armagh, Banbridge and Craigavon Sports Forum.

### **Individual Grants:**

These are focused on improving the performance and sporting achievements of local sports people. The elements are:

- **Talented Athlete Grant**

To assist with travel to training, and competition costs for individuals competing at Provincial level and above (where fuel costs are incurred, a rate of 25p a mile will be paid). Where National Teams are not selected in particular sports applicants who have attained the highest standard possible may be considered e.g. Northern Ireland, Ulster or Irish Champion. **Individuals may hold one successful grant per financial year for up to 50% of eligible costs up to a maximum of £400 and must apply after they have taken part in the training/event.**

The Armagh Banbridge Craigavon Sports Forum is committed to promoting equality of opportunity for all. In recognition of the fact that certain categories of person may incur additional costs in participating in sport (e.g. participants with a disability) grants will be paid at 75% of costs up to a maximum of £400.

- **Leisure Access Card**

To assist individuals selected by their Governing Body to compete at Provincial Level or above, with access to facilities operated by Armagh City, Banbridge and Craigavon Borough Council. Facilities must be directly related to the sport that the individual competes in, or for fitness training. Where National Teams are not selected in particular sports applicants who have attained the highest standard possible may be considered. The Leisure Access Card will be valid for one year from the date of issue, and any renewal will be subject to a re-application process.

Individuals must also be affiliated, either individually or by Club, to the Sport Northern Ireland, Sport Ireland or UK Sport recognised Governing Body. Individuals must belong to a Club who is affiliated to the Sport Forum, otherwise they will need to affiliate themselves as an individual.

### **Criteria for all sports grant aid applications:**

- Financial assistance will only be offered to sports clubs that are affiliated to the Armagh, Banbridge and Craigavon Sports Forum and individual participants in sporting activities, which are not for profit.
- The sports grant award scheme aims to **provide assistance and not to fund the activity in its entirety.**
- All requests must be submitted on official application forms (there are separate forms for club and individual applications).
- All relevant sections must be **fully** completed with **requested** signatures and letters confirming selection from the respective National Governing Body of Sport included.
- Individuals must be affiliated, either individually or by Club, to the Sport Northern Ireland, Sport Ireland or UK Sport recognised Governing Body.
- Clubs must be affiliated to the Sport Northern Ireland, Sport Ireland or UK Sport recognised Governing Body.
- All applicants must be involved in an amateur capacity in their sport
- All coaches/umpires/referees should be voluntary i.e. not be receiving payment for their coaching services.
- The Armagh, Banbridge and Craigavon Sports Forum will acknowledge all requests.

- The amount of financial assistance received or applied for in the previous twelve months from other sources such as Lottery Sports Fund, Mary Peter's Trust, National Governing Body, Education Authority and sponsorship must be declared and will be taken into account when considering grant requests.
- The Armagh, Banbridge and Craigavon Sports Forum must relate the amount of grant applied for to their financial resources and needs at the time of an application.
- The Armagh, Banbridge and Craigavon Sports Forum will require the applying club to submit a current constitution, most recent independently approved accounts and the club's child protection policy (if applicable) at the time of application.
- Application for financial assistance will only be considered from:
  - Clubs based within the Armagh City, Banbridge and Craigavon Borough Council area.
  - Individual members of clubs based within the Armagh City, Banbridge and Craigavon Sports Council area and who have a permanent home address within this area.
  - Individuals not attached to a club within the Armagh City, Banbridge and Craigavon Borough Council area must have a permanent home address within this area.
- At the discretion of the committee, special awards may be made in exceptional circumstances to assist applicants outside the above criteria. In such circumstances, the Armagh, Banbridge and Craigavon Sports Forum will document the rationale for making the award.
- Any member of the Armagh, Banbridge and Craigavon Sport Forum must declare his or her interest in a submission for financial assistance.
- Financial assistance **must** be used for the purpose for which the application was initially made otherwise the Armagh, Banbridge and Craigavon Sports Forum will recover the award.
- It is in the interest of the applicant to ensure that all relevant sections of the form are fully completed. **Failure to do so will result in the application not being considered.**
- Proof of expenditure will be required before grant aid is released.
- All grants will be subject to audit by the Armagh City, Banbridge and Craigavon Borough Council.
- All applications meeting the criteria will be funded, although the Armagh, Banbridge and Craigavon Sports Forum may choose to reduce the amount per club/individual to maintain the allocation within grant budgets.

**Other Financial Assistance available:**

Sports clubs are also eligible to apply under the following Armagh City, Banbridge & Craigavon Borough Council Grant Programmes:

- Seeding Grants
- Community Development Grants
- Capital
- Community Events Fund
- Good Relations Grants
- Every Body Active 2020