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**Armagh, Banbridge and Craigavon Sports Grant Aid Scheme**

**Guidance Notes 2024/25**

**AIM:**

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

**CLUB DEVELOPMENT GRANTS:**

The Club Development Grants primarily focus on increasing quality opportunities provided by the Borough’s sports clubs and recognition of success.

Clubs can apply for all four elements per financial year (1st April – 31st March).

*The required supporting documentation must be submitted along with the application. This is listed within the online application form.*

1. **National Governing Body of Sport (NGB) Quality Accreditation/Reaccreditation Grant and Advancement Grant**

To recognise Clubs that have achieved the minimum operating standards as set out by their National Governing Body.

* + Initial Accreditation will be a maximum award of £500.
	+ Reaccreditation/Advancement Grant will be a maximum award of £300.

*Clubs can get 2 awards in 1 financial year where the 2nd grant is an advancement grant.*

1. **Volunteer Development Grant**

To assist clubs with the development of volunteers through the hosting of/or attending generic courses including First Aid, Safeguarding Children and Young People or specialist coaching courses to develop coaches (not players).

* Up to a maximum of £500 per club per annum (up to 50% of eligible costs).

*Clubs can apply for the Course Fees, Tutor Fees and External Facility Hire.*

*Applicants should apply once per annum but can include multiple courses.*

1. **Grant Aid for Coaches & Umpires/Referees**

To assist Clubs with the cost of their coaches and/or umpires/referees undertaking a relevant National Governing Body Coaching/Umpiring/Refereeing Award.

* Up to a maximum of £1000 per club per annum (up to 50% of eligible costs).

*Clubs can apply for Course Fees.*

***Please note Foundation or Entry Level Courses are now eligible.***

*Applicants should apply once per annum but can include multiple courses.*

1. **Representative Sporting Clubs**
2. To recognise teams who have competed at a Northern Ireland, Ulster, or All-Ireland final (only the top 2 teams will be recognised).

The grant award will depend on the location of the final i.e.:

* Within Northern Ireland/Ulster - £1,000 maximum grant award
* Within Ireland - £1,500 maximum grant award
1. To recognise teams who have qualified and represented Northern Ireland, Ulster or Ireland at a competition e.g British, European or World level competition.

A £2,000 maximum grant award will be available.

*For both elements applicants can apply for travel costs (e.g.Bus/Boat/Flights), Entry Fees and Accommodation.\*\**

\*\*Accommodation costs @ 50% with a max of £50 per night.

*Applicants should apply once per annum but can include multiple competitions. The max grant awarded under Representative Sporting Clubs will be £2000 per annum per Club* (up to 50% of eligible costs).

**INDIVIDUAL GRANTS:**

In recognition of the commitment needed to participate at an elite level in sport, the Armagh, Banbridge and Craigavon Sports Forum have grants to assist with inherent costs in training, competing and accessing training facilities (Leisure Access Card).

**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 competition. Two applications will be accepted where the 1st is only for a leisure access card and the 2nd is a Talented Athlete Grant (or vice versa).

*The required supporting documentation must be submitted along with the application and is listed within the online application form.*

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

* **Talented Athlete Grant**

To assist athletes who have been selected and represented at Northern Ireland level or above with competition costs and travel to training.

In sports where Provincial/National Teams are not selected, individuals who have attained a high standard will be considered e.g. Northern Ireland, Ulster or Irish Champions, National Governing Body High Performance Squad Athletes.

The Armagh, Banbridge and Craigavon Sports Forum is committed to promoting equality of opportunity for all. In recognition of the fact that certain categories of persons (e.g., those with a disability) might incur additional costs in participating in sport, any such individual will be paid a grant of up to 50% of eligible costs, plus up to 50% of relevant additional costs i.e., costs that enable the athlete to compete, up to a maximum overall grant of £400.

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| **Items Eligible For Funding** |
| * Mileage to squad training sessions and competitions will be paid @ 25p/mile
* Travel expenses (e.g. boat, bus, flights, train) will be paid at up to 50% of eligible costs
* Accommodation - only accommodation relevant to competing will be paid and will be paid at 50% up to a max of £50 per night
* Competition entry fees will be paid at up to 50% of eligible costs
* Player contributions to NGB for costs associated to any of the above will be paid at up to 50% of eligible costs

**ANY COSTS CLAIMED FOR FROM ANOTHER SOURCE CANNOT BE CLAIMED FOR THROUGH THE ABC SPORTS FOURM** |

* **Leisure Access Card**

To assist individuals selected in the last 12 months, by their National Governing Body to compete at Northern Ireland, Ulster/Provincial/equivalent, Ireland, GB or County GAA level, with access to gym and swim facilities operated by Armagh City, Banbridge and Craigavon Borough Council.

Where National Governing Bodies do not select National/Provincial Teams, individuals who have attained a high standard will be considered e.g., Northern Ireland, Ulster or Irish Champion.

National/Provincial Level performance squads or above may be considered.

Please note that only **one** facility can be selected.

Age restrictions will apply for gym use for athletes under 16 years of age, with the minimum age being 12 years old for Teen Gym.

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.

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

* All requests must be submitted on official application forms (there are separate forms for club and individual applications). It is in the interest of the applicant to ensure that all relevant sections of the form are fully completed and all requested documentation is submitted. **Failure to do so will result in the application not being considered.**
* Applications must be made retrospectively e.g. after the competition, training course etc has taken place.
* Applications can be made at anytime during the year (1st April – 31st March). The form must be submitted by 30th April when applying for a grant from the previous financial year. Applications after this date will not be accepted.
* Financial assistance will only be offered to sports clubs/individuals that are affiliated to the Armagh, Banbridge and Craigavon Sports Forum and involved in not for profit sporting activities.
* Clubs must be affiliated to the Sport Northern Ireland, Sport Ireland or UK Sport recognised Governing Body.
* Individuals must 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 which is affiliated to the Sport Forum, otherwise they will need to affiliate themselves as an individual.
* The sports grant award scheme aims to **provide assistance and not to fund the activity in its entirety**.
* 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 forin 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. **Any costs claimed for from another source CANNOT be claimed for through the ABC Sports Fourm**
* 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/applicant to submit a current constitution, most recent approved accounts and Safeguarding Policy 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 Sports 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.
* All grants will be subject to audit by the Armagh City, Banbridge and Craigavon Borough Council.
* Each affiliated sports club submitting an application to the grant aid scheme must have good governance and appropriate control procedures for financial management.
* No grant will be paid until all the conditions of any previous funding to you as an individual or sports club have been met where applicable.
* To ensure that the Grant Aid Scheme is properly and adequately administered, an individual or sports club applicant agrees to co-operate with any requests from the Sports Forum or Council, for additional information or clarification.

* The Sports Forum have the right to enquire and seek further clarification about any financial information or any item of income or expenditure, detailed in a club’s bank statement, submitted as part of an application for Club Grant Aid.
* 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

If you have any questions regarding the grant aid programme please contact Amanda Mogey, Sports Development Officer at Amanda.mogey@armaghbanbridgecraigavon.gov.uk