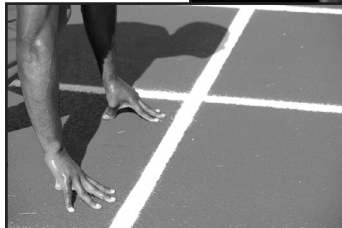
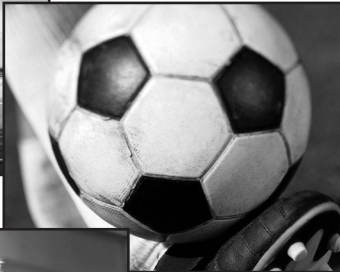
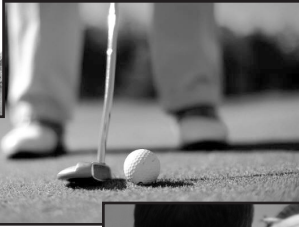


CLACKMANNANSHIRE

SPORTS COUNCIL

From
July 2015 onwards

GRANT AID SCHEME



CLACKMANNANSHIRE SPORTS COUNCIL

Through our grant aid scheme we aim to assist member clubs and individuals to:

Start up new sports clubs	- Start-up Grant
Improve and develop existing sports clubs	- Development Grant
Encourage participation in sport	- Open-door Grant
Support events through grant aid	- Event Support Grant
Promote the development of coaching within the club	- Coach Education Grant

Please read the following notes for applicants carefully before filling in the application form ensuring that you comply with the requirements and have enclosed the necessary back up documentation with your returned form.

ELIGIBILITY:

- 1 All clubs applying for Grant aid must be affiliated to Clackmannanshire Sports Council.
- 2 Grant aid is awarded at the discretion of Clackmannanshire Sports Council and **cannot be presumed**.
- 3 Grant will be awarded in January, March and September.
- 4 Grants which are applied for in respect of equipment must be made prior to purchase and if accepted will require a proforma invoice to be provided before the grant will be paid out.
- 5 Failure to comply with conditions may mean future grants will be jeopardised.
- 6 **Clubs must be a member for 3 months before applying for Grant Aid.**
- 7 Applications outside the previous categories may be accepted at the discretion of the Finance Committee.
8. The maximum grant level for Coach Education, Event Support & Development Grants will be limited to 50% of the total legible costs.

Where there is a box in the criteria section this must be ticked and accompanied with other grant application information.

NOTES FOR APPLICANTS

START-UP GRANT - is aimed at assisting new sports clubs wishing to start up in Clackmannanshire.

The maximum grant possible is: £250

CRITERIA AND DOCUMENTATION REQUIRED:

- 1 Proposed new clubs must submit first year plan, including the clubs plans to become affiliated to their governing bodies.
- 2 The plan should identify what sections will operate (junior, female, etc.) and contain a draft programme of events along with the projected costs.
- 3 Grant aid is conditional on coaching being offered to club members.
- 4 It is a condition of the awarding of the grant that a report on the clubs progress including a balance sheet is submitted to the Clackmannanshire Sports Council at the end of the clubs first year. Failure to submit a balance sheet will prohibit the club from applying for any further grants until the above criteria has been met.
- 5 Along with an application a club constitution must be submitted. Any equipment purchase must be returned to the Sports Council in the event of the club disbanding.

DEVELOPMENT GRANT - is for clubs who require assistance with equipment and activities essential to the clubs improvement and development.

The maximum grant possible is: £250

CRITERIA AND DOCUMENTATION REQUIRED:

1 The club must indicate what the equipment or activities will be used for, what groups within the club will be using it and the way in which the purchase of the equipment will allow the club to develop.

2 The club must indicate the purpose and benefits of the proposed development activities, for example, child protection courses and visiting coaches.

3 A club may receive only one development grant per year.

4 Grants which are applied in respect of equipment must be made prior to purchase and if accepted will require a proforma invoice to be provided before the grant will be paid out.

5 It is a condition of the awarding of the grant that the club must inform the Clackmannanshire Sports Council by way of a report on the use to which the Development Grant has been put and how effective it has been in helping to develop the club.

6. Failure to comply with this criteria will jeopardise future grant applications. A detailed breakdown cost for equipment must be included with your application.

OPEN-DOOR GRANT - is intended for clubs who have identified a specific membership category which is not currently catered for by the club eg. juniors, females, disabled.

The maximum grant possible is: £250

CRITERIA AND DOCUMENTATION REQUIRED:

- 1 The club is required to identify which member categories currently operate and provide evidence of a demand from the targeted new members.

- 2 The application form must be accompanied with a copy of the clubs constitution and the minutes of the AGM or EGM which authorised the alteration to the membership of the club.

- 3 It is a condition of the awarding of the grant that a report on the clubs success in integrating its new members must be submitted to the Clackmannanshire Sports Council within twelve months of receipt of the grant.

4. Failure to meet the above criteria will jeopardise future members grant applications.

Affiliation to the Sports Council also entitles you to 50% discount on Coach Education Courses such as:

First Aid

In Safe Hands

Safeguarding and Protecting Children

**These courses are delivered
by Clackmannanshire Sports
Development Team**

**Members are
entitled to discount
on engraving or
purchasing trophy's
etc,. from Stirling
Watch and Clock
Jewellers in Alva**

GRANT APPLICATION (FOR CLUBS ONLY)

Club _____

Secretary _____

Postal Address _____

Phone _____

Email _____

Sport _____

Category: (tick one box only)

Start-up Grant

Development Grant

Open-door Grant

Event Support Grant

Coach Education Grant

I have read the notes pertaining to the above application and have enclosed the required documentation.

Signed: _____

Dated: _____

EVENT SUPPORT GRANT - is provided to assist local sports clubs wishing to host a sporting event in the local area and enable them to invite competitors from other areas to improve the standard of competition. In exceptional circumstances, where there is no suitable venue another location will be considered, this will be at the discretion of the Sports Council.

The maximum grant possible is: £250

CRITERIA AND DOCUMENTATION REQUIRED:

- 1 Applications for this grant must be made **THREE MONTHS** prior to the event taking place and should be accompanied with as much detail of the proposed event as possible. In exceptional circumstances, out with the 3 month period, applications will be considered.
- 2 It is a condition of the awarding of the grant that a report on the event must be submitted within two months.
- 3 Please note that the awarding of grant aid is for a particular event and should not be interpreted or presumed to be on-going.
- 4 It is the Clackmannanshire Sports Councils intention to facilitate the setting up of new events and then to assist the organisers to seek alternative sources of funding through the likes of commercial sponsorship for future events.
5. Please include details for the cost of the event.

COACH EDUCATION GRANT - is open to both clubs and individuals to apply for assistance towards the cost of attending a coaching award course or referee accreditation.

The maximum grant possible is: £250

CRITERIA AND DOCUMENTATION REQUIRED:

- 1 The course must lead to an award from an accredited organisation or governing body of sport.
- 2 For applications the club secretary must apply on behalf of the individual attending the course.
- 3 The grant moneys will only be paid upon receipt of evidence that the course was attended.
- 4 The applicant must indicate to what use they will put their new qualification.
- 5 The recipient of a Coach Education Grant must be prepared to submit a report to the Clackmannanshire Sports Council on the completion of course.
- 6 Individuals may receive only one grant per year.
- 7 Cheques will be made payable to organisation/governing bodies running courses.
- 8 If requested the person/persons attending the course, may be required to give voluntary coaching hours to specific Sports Council events, related to their qualification within 2 years of the award.

UPDATED
JULY
2015



**Clackmannanshire
Council**

www.clacksweb.org.uk

Produced by Communications Unit, Greenfield House, Alloa, FK10 2AD