

**Club Development Grant - Application Form**

This application form is for clubs from the Armagh City, Banbridge and Craigavon Borough Council area who are applying for financial assistance for a Club Development Grant.

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

Clubs may apply **for all four** **elements per financial year (1st April – 31st March)** and include

* **National Governing Body (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 of Body

Initial Accreditation will be a maximum award of £500.

Reaccreditation/Advancement Grant will be a maximum award of £300.

* **Volunteer Development Grant**

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

A maximum award of £500 per club per annum (up to 50% of eligible costs)

**\*ABC Sports Forum Coach Education & Club Development course costs cannot be claimed under this grant\***

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

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

A maximum award of £1000 per club per annum (up to 50% of eligible costs)

* **Representative Sporting Teams**

To recognise teams who have competed at a Northern Ireland, Ulster, or All-Ireland final or higher, where only two teams compete.

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
* Outside of Northern Ireland and Ireland - £2,000 maximum grant award

County Squads with 50% of players who live within the ABC Borough are eligible to apply under this element however, General League Competitions are ineligible.

Team travel and entry fees will be paid up to 50% of eligible costs once per annum.

Clubs can apply for grant aid at any time of the year **as long as the accreditation has been received; course/event has taken place.**

**The form however must be received by 30th April when applying for a grant for the previous financial year. Applications received after this date will not be accepted.**

Applicants 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.

|  |  |
| --- | --- |
| **What We Will Fund** | **What We Will Not Fund** |
| * Costs associated with the hosting of a training course for volunteers (*e.g. child protection, first aid*)
* Governing Body Award course fees
* Tutor fees
* Travel expenses *(e.g. Bus, Boat, Flights)*
* Training course - Accommodation costs @ 50% with a max of £50 maximum per night
* Entry fees
* External Facility Hire
 | * Foundation or entry level Governing Body coaching/umpiring/refereeing awards
* Equipment or Clothing
* Food/Meals
* Insurance
* Mileage
 |

*Expenditure will be paid at up to 50%. Accommodation will be paid at up to 50% with a max of £50 per night awarded.*

**Notes:**

* + - * **ALL Clubs must complete sections 1-5 overleaf** and then **go to the relevant section specific to their request for funding** e.g. National Governing Body Accreditation**/**Reaccreditation Grant, Volunteer Development Grant, Grant Aid for Coaches & Umpires/Referees or Representative Sporting Teams, which must be competed in full.
* Please read the attached grant aid scheme and criteria **carefully before** submitting your application.
* In the case of clubs applying for Governing Body coaching courses, a course syllabus **must accompany this application.**
* In the case of clubs applying for Representative Sporting Teams a letter of selection from the Governing Body **must accompany this application**.

**Application Form**

1. Name of Club: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Main Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Town: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Postcode:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Tel. No. (H): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tel. No. (M) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Governing Body your Club is affiliated to: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Have you applied for or are you in receipt of from other agencies such as your Sport’s Governing Body?

Yes ⬜ No ⬜

 If yes, please give details below:

|  |  |  |
| --- | --- | --- |
| **Organisation** | **Details** | **£** |
|  |  |  |
|  |  |  |

1. What are you applying for:

Please note **that a club can apply for all four elements.**

NGB Quality Accreditation / Reaccreditation and Advancement Grant ⬜

Volunteer Development Grant ⬜

Grant Aid for Coaches & Umpires/Referees ⬜

Representative Sporting Teams ⬜

**For National Governing Body (NGB) Quality Accreditation / Reaccreditation Grant and Advancement Grant only:**

1. Does your Club currently hold a NGB/ Reaccreditation Award? Yes ⬜ No ⬜

If yes, please detail the title of the award & the date of when your club attain this?

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*Please attach a copy of your NGB certificate*

**For Volunteer Development Grant Only**

1. Please outline how this application will raise standards within your Club – please remember that this can be for generic courses such as first aid etc **hosted at your club or for club volunteers attending such courses**. It is also for costs incurred by **providing expert tuition to the coaches** working in a voluntary capacity in your club. **\*(ABC Sports Forum Coach Education & Club Development course costs cannot be claimed under this grant)\***

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Please provide a breakdown of expenditure incurred by the club:

|  |  |  |
| --- | --- | --- |
| **Type** | **Description** | **£** |
| Cost of Course / Tutor Fees |  |  |
| Accommodation costs(if applicable)  |  |  |
| External Facility Hire |  |  |

*\*Receipts/invoices for expenditure should be included with this application.*

**For Grant Aid for Coaches & Umpires/Referees Only**

1. **Course Details** – please state the following**:**

|  |  |  |
| --- | --- | --- |
| **Type** | **Description** | **£** |
| Course Attending  |  |  |
| Course Organiser and Date(s) |  | n/a |
| Course Location  |  | n/a |
| Accommodation Costs (if applicable)  |  |  |

*Please attach the Governing Body of Sport Course syllabus*

**Coach Details**

Please provide details about the coach / coaches from your club who will be attending the course:

|  |  |  |
| --- | --- | --- |
| **Coach Name** | **Address** | **Existing Qualifications** |
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|  |  |  |
|  |  |  |

*\*Receipts/invoices for expenditure should be included with this application.*

**For Representative Sporting Teams Only**

1. Please provide details of the competition your Team has competed in (please include competition dates, venue and ensure you have attached confirmation from your governing body of sport which confirms this in detail)

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|  |  |  |
| --- | --- | --- |
| **Type** | **Description** | **£** |
| \*Travel *(e.g. Bus, Boat, Flights)* |  |  |
| \*Entry Fees |  |  |

*\*Receipts/invoices for expenditure should be included with this application.*

1. **Declaration**

*I have read and understood the Grant Aid Scheme and Criteria’ and certify that the information submitted is accurate to the best of my knowledge and belief.*

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Main Contact) Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Club Chairperson) Date :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***At Armagh, Banbridge and Craigavon Sports Forum we are committed to protecting your privacy. The General Data Protection Regulation gives you more control over how your personal information is used.***

***If you require any further information, our privacy notice is available on the Get Active ABC website or by request.***

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Please return this application form with the relevant sections fully completed along with course syllabus (if applicable), letter from your governing body confirming your clubs selection (if applicable), the relevant receipts/invoices for the expenditure being claimed, child protection policy, club constitution and most recent approved annual accounts to:

Postal; Armagh, Banbridge & Craigavon Sports Forum

 c/o Laura O’Hagan,

 Sports Development Assistant,

 Lough Neagh Discovery Centre

 Oxford Island National Nature Reserve,

 Craigavon

 BT66 6NJ

Email; laural.ohagan@armaghbanbridgecraigavon.gov.uk

Please note that incomplete applications will not be considered.

Applications need to be received by the **last working day of the month** to be processed at the following Armagh, Banbridge & Craigavon Sports Forum meeting. Failure of this will defer the application to the following months meeting.