

## **CRITERIA FOR GRANTS**

SportMoray's policy for financial assistance to affiliated sports clubs and/or individuals is that a sport must be recognised by sportscotland to be considered. There is no obligation on sportMoray to award financial assistance to any application.

1. The following applications for grant assistance will be eligible for consideration;
  - (a) Start up and encouragement grant, purpose of this grant is to encourage greater participation in sport at grassroots level. Available for new groups to apply for or groups that are increasing their pool of membership (for example, setting up a junior section). If new club ceases to exist within two years of grant award then sportMoray may seek re-imburement. Maximum level of funding £250.
  - (b) Coach Education, purpose of this grant is to encourage the development of more qualified coaches. For example a national governing body course, referee's course, sportscoach UK or other appropriate qualification. Recipients of awards should be prepared to assist with local events or coaching courses to the general benefit of sport in the area. Recipients should be coaching on a voluntary basis and not operating for profit. Up to 50% of the actual course fees may be covered by sportMoray. Standard rates have been set out in relation to travel 20p per mile, £4 subsistence per day and £20 overnight accommodation. Usually, applications must be made by, and grants paid to, the affiliated club rather than an individual, this would not be the case if the individual had no club that catered for them locally. Maximum level of funding £200.
  - (c) Equipment, purpose of this grant is to provide equipment to increase participation in sport. Clubs will have to insure equipment items. Grants are not available for personal items such as tracksuits, trainers, strips etc. If a club ceases to exist within 2 years of receiving a grant then the sale value of the equipment will return to sportMoray. 2 estimates need to be submitted along with application form. Maximum level of funding £500.
  - (d) Regional / National / International Representation, purpose of this grant is to support individuals or clubs that have been invited to participate in training squads or competitions at Regional, National or International Level. Usually, applications must be made by, and grants paid to, the affiliated club rather than an individual, this would not be the case if the individual had no club that catered for them locally. Standard rates have been set out in relation to travel 20p per mile, £4 subsistence per day and £20 overnight accommodation. Maximum level of funding £200.
  - (e) Event, purpose of this grant is to support clubs who want to develop their club or raise the profile of their sport/club by way of an event. Maximum level of funding £500.
  - (f) Discretionary, purpose of this grant is to provide clubs/individuals with a one off grant to promote sport in the widest sense. Maximum level of funding £500.
2. This list is not exhaustive, and other grant applications may be considered at the discretion of the Executive Committee.
3. Applications are considered at bi-monthly meetings of the Executive Committee of sportMoray. Applications must be received at least one week prior to the meeting. All applications must be submitted in advance of the expenditure taking place, payment will only be made retrospectively. Clubs/individuals will require to provide documented proof of participation.
4. Grant applications will be considered from sports clubs which are affiliated to sportMoray and from individuals within these clubs. Also, applications will be considered from an individual who is not a member of an affiliated club, but is affiliated to sportMoray. All those eligible for grant awards must be resident in Moray.

5. Non-affiliated groups may be considered in exceptional circumstances for single awards only, at the discretion of the Executive Committee.
6. A Club, or individual, cannot affiliate and apply for grant assistance at the same meeting. Any application for grant assistance will be considered at the next meeting of the Executive Committee following acceptance of affiliation (normally a 2-month period). Exceptions may be made to newly formed clubs.
7. It is a condition of grant assistance that clubs and individuals in receipt of a grant remain affiliated to sportMoray for a period of two years. Grants can be considered to be reclaimed by sportMoray should an affiliated club/individual not affiliate on an annual basis for a minimum of three years.
8. Guidance for grant assistance will be as follows;  
£500 is the maximum total of grants awarded to a club per annum. However if a club is successful in going through the Grampian ClubCAP scheme then they are eligible to £600 of a grants total per annum. This includes grants paid to individuals within affiliated clubs.  
£200 is the maximum total any individual may receive per annum.
9. sportMoray reserves the rights to request further information prior to grant applications being considered. In cases where the Executive Committee considers that insufficient information has been supplied, the application will be held over to a subsequent meeting, or until such time as additional information requested is available.
10. All grant awards must be acknowledged in writing, at least in the form of a receipt. Failure to do so may jeopardise future awards. Successful applicants should provide a short evaluation report detailing what the grant has helped to achieve once the project has taken place.
11. Acknowledgement of sportMoray support should be included in all promotional material, including press releases, posters, videos etc.
12. Should the contents of the application change in any way, sportMoray must be notified.
13. A club representative or an individual may be asked to attend a meeting of sportMoray to discuss an application.
14. Successful applicants should provide a short evaluation report detailing what the grant has helped to achieve once the project has taken place.
15. A copy of the clubs constitution, last bank statement and last financial statement should accompany every application.