

# LEWIS & HARRIS SPORTS COUNCIL GRANT AID SCHEME

*The Lewis & Harris Sports Council will administer the following scheme of grant aid on behalf of Comhairle nan Eilean Siar and Western Isles Enterprise.*

*Comhairle nan Eilean Siar and Western Isles Enterprise wish to encourage sports clubs and organisations to join and participate in the activities of the Sports Council.*

*Grants will therefore only be available to affiliated and paid-up members of the Sports Council.*

## **START-UP GRANTS**

Start-up grants of up to £100 may be available to recently formed clubs which have a constitution. Applicants must demonstrate a commitment towards the success of the club, provide a detailed outline of the club's aims and objectives and submit properly costed information on how they propose to use the grant.

Clubs in receipt of a start-up grant must maintain their membership of the local Sports Council. If they do not, reimbursement of the start-up grant may be sought.

## **COACH EDUCATION (COURSES)**

The aim of Coach Education grants is to supplement rather than replace voluntary effort. Applicants will be expected therefore to show evidence of their regular commitment to their chosen sport. Successful applicants may also be required to undertake a minimum number of coaching sessions as a condition of the grant being awarded.

### **Coach Education Courses (Western Isles)**

Grant aid up to a maximum of £700 or 66% (whichever is the lesser amount) may be available for the payment of coaching fees for sports clubs or associations staging a Coach Education course in the Western Isles leading to a recognised National Governing Body coaching or refereeing/officiating award. The grant will include travel, course fees, tutor fees and accommodation costs.

### **Coach Education Courses (Mainland)**

Grant aid up to a maximum of £350 or 66% (whichever is the lesser amount) may be available for attending coaching courses on the mainland. Grants will be awarded to individuals resident and belonging to an affiliated club based in the Sports Councils area who are seeking to obtain a recognised National Governing Body coaching or refereeing/officiating award. The grant will include travel, course fees and accommodation costs.

### ***SPORTS EQUIPMENT GRANTS***

Grants up to a maximum of £800 or 66% (whichever is the lesser amount) may be available to member clubs/organisations for the purchase of equipment which becomes the property of the club.

Clubs/organisations will be expected to insure items of equipment purchased with grant aid.

Grants will not be available for personal items such as team clothing, tracksuits, strips, etc.

Applicants will be expected to explore all other alternative sources of funding so that no duplication of facility is awarded. Grants will only be made on presentation of the appropriate quotation(s) or invoices.

### ***SPORTS COACHING DEVELOPMENT GRANT***

The purpose of sports coaching development grants is to assist club/organisations in the organisation of coaching courses which will improve the performance of participants.

Grant aid up to a maximum of £500 or 66% (whichever is the lesser amount) may be available for coaching courses which are organised under the auspices of the National Governing Body and which are under the direction of a recognised NGB coach. The grant will include travel, accommodation and tutor's fees.

### ***SPORTS EVENTS***

Grant aid up to a maximum of £200 or 66% (whichever is the lesser amount) may be available for the promotion of events which support and encourage increased participation in sport and set individuals on the pathway to excellence e.g. youth development, disabled, come and try, mini-festivals, local or District events etc.

### ***EXCELLENCE***

The purpose of excellence grants is to support individual/team participants living within the Western Isles who have received regional, sub-national or national recognition. Other levels of participation will be considered at the discretion of the Executive Committee. Applications may be considered for individuals attending training or competitions in events associated with teams or squads. Individuals from affiliated clubs who have achieved any of the above may apply for an excellence grant through their club/organisation.

Each application must be supported by a letter from the National Governing Body or equivalent information accepted by the office bearers for the sport concerned.

The maximum cumulative grant available to an individual in one financial year will not exceed £500 or 66% (whichever is the lesser amount) for national level or £300 or 66% (whichever is the lesser amount) for sub-national or regional level.

Where more than one individual from an affiliated club/organisation is involved, the maximum grant assistance to that club shall not normally exceed £1000 in any one year.

**DISCRETIONARY ASSISTANCE**

Applications for grant aid up to a maximum of £500 or 66% (whichever is the lesser amount) of total costs may be considered at the Executive Committee's discretion for sports development activities or initiatives not covered by the above categories.

**APPLICATION DEADLINES**

Applications for grant-aid are considered by the Grant-Aid and Finance Sub-Committee of the Sports Council and approved by the Executive Committee. Applications for grant will be considered at meetings of the Executive Committee held in Dec 05, Feb, June, and August 06 and must be submitted to the Secretary of the Sports Council at least 14 days prior to the Executive Committee meeting. Grant Aid Applications forms can be downloaded from the Lewis and Harris Sports Council web site.

**Note** An application for grant aid which is submitted after the grant aid deadline will only be considered by the Executive Committee in extenuating circumstances.

In order to allow time for grants to be processed applicants should endeavour to submit applications for grant aid at least six weeks prior to the event/course taking place.

**LEWIS & HARRIS SPORTS COUNCIL****Provisional Dates of Executive Committee****Deadline for Grant Applications****Meetings 2007/2008**

Week Beginning	Tuesday 13 <sup>th</sup> November 2007	Week Beginning	Monday 29 <sup>th</sup> Oct 2007
	Wednesday 23 <sup>rd</sup> January 2008		Wednesday 9 <sup>th</sup> Jan 2008
	Thursday 27 <sup>th</sup> March 2008		Thursday 13 <sup>th</sup> March 2008
	Monday 9 <sup>th</sup> June 2008		Monday 26 <sup>th</sup> May 2008
	Tuesday 19 <sup>th</sup> August 2008		Tuesday 5 <sup>th</sup> July 2008
	<b>September 2008</b>		<b>Sports Council AGM</b>

Grant Aid Application Forms should be completed and returned to:

The Secretary  
 Lewis and Harris Sports Council  
 Lewis Sports Centre  
 Stornoway  
 Isle of Lewis  
 HS1 2PZ  
 Tel 01851 709194  
 E mail [smunro@cne-siar.gov.uk](mailto:smunro@cne-siar.gov.uk)  
 Web site [www.cne-siar.gov.uk/lhsc](http://www.cne-siar.gov.uk/lhsc)

# **LEWIS & HARRIS SPORTS COUNCIL GRANT AID SCHEME**

## **General Terms And Conditions**

- 1 Each grant application will be considered on merit and final decisions will be taken by the local Sports Council Executive Committee.
- 2 Applications will be considered from clubs/organisations which have been affiliated to the local Sports Council for at least 3 months (with the exception of clubs who are applying for start-up grants).
- 3 A club/organisation which does not renew its membership of the local Sports Council by 31 January in any year will have to serve a further three month qualification period before it is eligible to apply for grant aid.
- 4 The local Sports Council may seek reimbursement of a grant if the recipient subsequently removes itself from membership of the local Sports Council.
- 5 Grant aid will not be available to assist clubs/organisations operating for profit.
- 6 Individuals applying for grant aid must be resident in the local Sports Council area. Individuals must have been members of an affiliated club/organisation for at least 3 months.
- 7 Applications from individuals who are not members of affiliated clubs/organisations (due to there being no affiliated club in their sport in the area) must have been accepted as individual members by the Local Sports Council Executive Committee.
- 8 Applications for individuals (with the exception of No (7) above) must be endorsed by the Secretary of the member club and be supported by the club.
- 9 All applications must be submitted in advance of the expenditure taking place. No grants will be made in retrospect.
- 10 Clubs and individuals will be expected to raise at least 33% of the costs themselves.
- 11 All applications must be made on the official local Sports Council Grant Aid Application Form.
- 12 A copy of the club's constitution (if not on file), accounts for the preceding financial year and a current bank statement must be included with every application. Where appropriate, detailed income and expenditure estimates for the project or the activity for which the applicant is seeking funding should also be submitted. (For equipment grants, a minimum of two quotations should be submitted with the exception of specialist items which are only available from one source.)
- 13 A club representative or individual may be asked to attend a meeting of the local Sports Council to discuss an application.
- 14 Unless there is a prior agreement in writing with the local Sports Council, offers of grant aid must be taken up within 6 months of a decision to make an award.
- 15 Grants awarded to successful applicants will only be released on the production of appropriate invoices, receipts or audited accounts, whichever are required as a condition of grant.
- 16 It would normally be expected that a maximum grant per sport be awarded as follows: Association £1200, Club/Organisation £1000, Individual £500 annually to clubs/organisations in membership (with the exception of excellence grants where the maximum grant aid to a club/organisation shall not exceed £1000).
- 17 The level of assistance will be made at the discretion of the Executive Committee and will not exceed the stated maximum awards.
- 18 The schemes excludes school pupils attending school organised clubs and competitions