

Leighton Linlade & District Sports Council Grant Aid Scheme

1. General information about the scheme

The objective of the Leighton Linlade and District Sports Council is to assist with and promote the development of sport, sportsmen and sportswomen in Leighton Linlade and the neighbouring districts.

There are a number of different ways in which it can achieve this, one of which is by giving financial assistance to sports organisations, clubs and individuals through its grant aid scheme. The overriding aim of the scheme is to provide help where it is most needed or where there may be hardship or special needs.

The Council will not normally make grants for capital projects but may, where justified in the view of the Council, support applications for capital grant aid made to other appropriate bodies.

2. Who qualifies?

To be eligible to apply there are minimum requirements of:

- (a) the home organisation or club having been affiliated to the Council for a minimum of six months;
- (b) a representative of the home organisation or club having attended at least two Council meetings in the previous 12 months; and
- (c) is not in continued default with providing proof of previous authorised expenditure within the timescales required by the time of consideration or payment of the award.

Any organisation or club which is a member of the Leighton Linlade and District Sports Council and meets the eligibility criteria may apply for grant aid.

Individuals may apply for grant aid provided:

- (a) they are a member of an affiliated organisation or club which meets the eligibility criteria;
- (b) they have been a member of that organisation or club for a minimum of 6 months; and
- (c) they are a resident of Leighton Linlade or the neighbouring districts.

The Council shall only consider an application from an individual who is not a member of an affiliated organisation or club, or has not been a member for 6 months, in exceptional circumstances.

Only one individual and one organisation/club application may be made per club per year save in special circumstances as determined by the Council.

3. Which projects qualify?

The Grant Aid Scheme is designed to assist with and promote the development of sport. In each case the basic qualification must be the demonstration of the need and benefits. The Council's funds are limited and therefore assistance will be restricted to making 'minor' grants.

The following is a list of some of the projects which will normally be considered. It is not exhaustive or definitive, but shows there is a range of proposals which may qualify for assistance:

- (a) Course for training coaches and leaders
- (b) Course for improving performance
- (c) Running introductory courses for beginners
- (d) The organisation of special events, competitions or championships
- (e) Adaptation or purchase of equipment to make provision for participation by people with disabilities
- (f) Personal and travelling expenses associated with attendance at national and international sports events

Projects for individual or organisation/club financial gain will normally be excluded, although the Council may approve underwriting against a proportion of potential loss, which may be capped, as part of the remit to support events.

4. Assessment of eligible projects

Expenditure should not normally have been incurred prior to determination of any grant aid application. Each application will be considered on its individual merits. The following will also be taken into account:

Organisation/Club

- a) The aims of the organisation/club, any constitution or mission statement, the scope of its activities and any basic qualification for membership
- b) The organisation/club's financial situation
- c) The degree of "self-help" in the raising of finance
- d) The area to be served by the project

Individuals

- a) The benefits of the project
- b) The individual person's financial situation
- c) The cost of the project
- d) The support of the home organisation/club

5. Priorities and levels of grant

The council may seek to ensure the maximum value for money for the grants made. It may look far more favourably upon applications which will result in benefits to large numbers. Special regard will be taken into the ability of the applicant to demonstrate need and resulting benefits, particularly in the case of individuals.

There is no maximum level of grant - the council according to the benefits, need, cost and budget available will determine the particular amount awarded.

6. Contribution from applicants and other sources

Applicants must explore all other possible sources of grant aid and the Council will normally expect applicants to contribute a reasonable proportion of the cost from their own resources.

7. Submission of applications

Applications and appropriate enclosures should be submitted to the secretary in accordance with the Minimum Meetings and Actions Schedule. The secretary, in special circumstances, may bring up applications at other committee meetings.

8. Determination of grant

Subject to funds being available within the council's budget, applications will be determined at two grant meetings a year as soon as all the necessary information relative to the application is available.

Grants will normally be administered in accordance with the Minimum Meetings and Actions Schedule.

9. Repayment

Any grant made in respect of future expenditure which is not subsequently incurred within 12 months of payment of the grant shall be reimbursed. It is the responsibility of any applicant to provide evidence of expenditure for the use of which it was granted. The Council may extend the period up to 24 months in appropriate circumstances at its absolute discretion.

Last Amended 25th June 2018.