



CONDITIONS AND GUIDANCE NOTES

St Helens District Sports Council values the contribution of local sports clubs and organisations in enhancing the local sporting community and the quality of life in the St Helens MBC area. We have therefore devised this scheme to encourage local sports clubs and organisations to further develop their activities and the opportunities they provide.

**PLEASE READ THESE CONDITIONS AND GUIDANCE NOTES
CAREFULLY BEFORE COMPLETING YOUR APPLICATION
FORM**

**THE MAXIMUM AMOUNT
YOU CAN APPLY FOR IS:**

**Grant – up to £400
(£200 in first year of affiliation)**

In order to ensure that the grants are reaching the organisations that are most in need of them we have produced a number of conditions and have outlined our priorities of the grant.

Conditions:

- 1 The organisation must be located within the St Helens MBC area or be able to demonstrate that the majority of its membership resides within the said area.
- 2 The club/organisation is a non-profit making organisation.
- 3 The project/initiative/event being applied for must fulfil at least one of four developmental targets: (it is up to the applicant to provide evidence about how this will be done)
 - Increasing participation
 - Increasing competitive opportunity
 - Improving the quality of life in the St Helens MBC area
 - Increasing sporting skill in the St Helens MBC area
- 4 The organisation is expected to regularly attend relevant sports development meetings (these include local sports development groups and local Sports Councils).
- 5 The organisation must have an open membership policy, an up to date constitution and for clubs with junior sections a child protection policy (assistance can be provided to help the organisation to put these into place)
- 6 The organisation must be affiliated to The St Helens District Sports Council.
- 7 The sport/activity must be one recognised by Sport England*
- 8 Match funding of 25% is required for all applications. The match funding contribution can include 'in-kind' contribution (i.e. volunteer/coach time or equipment).
- 9 After the project has taken place, the successful applicant will be expected to:
 - Attend a DSC Open Meeting for the purpose of giving a presentation to highlight how the grant has benefited their Club
 - and
 - Attend at least one of the two annual Open Meetings of the DSC in each of the following two years.
- 10 If the project includes any work to develop property or land the work is subject to planning permission and the organisation must have security of tenure on its

facilities for a period of fifteen years, either through the ownership of the freehold or by means of a long-term lease.

- 11 Any changes to the project must be agreed with the Executive Committee.
- 12 St Helens District Sports Council's logo must be included on all publicity material relating to the project (this will be supplied when confirming successful grant applications).
- 13 All successful applicants must agree to being identified in publicity for the grants and they may be required to provide interviews to the local media.
- 14 All successful applicants must agree to abide by the Sports Council's Equal Opportunities Policy.

Priority:

The aim of the scheme is to provide help to sports clubs and organisations when creating new and improving/extending existing activities and/or events. Therefore it is necessary that St Helens District Sports Council sets priority criteria to ensure that the available funds are allocated as effectively as is possible. Priority will be given to applications that can demonstrate one or more of the following priority criteria:

- 1 Projects increasing sports opportunities for young people.
- 2 Projects increasing opportunities for under-represented groups (e.g. girls and women, people with disabilities, families on low income etc.).
- 3 Projects run in partnership with other organisations.
- 4 Organisations who can demonstrate continuous development (examples include organisations with qualified coaches, National Governing Body/DSC accreditation, development plans and organisations who regularly attend training sessions).
- 5 Organisations demonstrating that they have made serious efforts to obtain other funding for activities (e.g. Lottery, sponsorship etc.).

How to Apply:

Complete the application form.

Make sure that you refer to these guidance notes when you complete the application form and use the checklist at the end of the form to ensure that you have included all necessary information.

The Sports Council may ask you to repay the grant immediately if the requirements of point 9 have not been fulfilled.

Examples of projects might include:

- The setting up of a club junior section.
- The purchase of coaching aids and equipment.
- Providing taster sessions for your club to increase membership.
- Organizing a new tournament / league to take place at your club.
- Initiatives that will help the club attain Club mark or NGB/DSC accreditation Scheme e.g. Child Protection Course fees.
- Events to promote club and recruit volunteers

What we will not fund:

- Retrospective equipment purchases or projects / events.
- Initiatives organized solely for fundraising or charitable purposes.
- Loss of earnings.
- Items of maintenance of equipment (such as line painters, lawnmowers etc.)
- Existing projects or events unless they are being changed or developed.
- Applications that do not include constitutions, policies and financial records or any other paperwork asked for and not included.
- Travel costs
- Running costs

Please note that the Sports Council only has a limited budget. Applications are received on a first come, first served basis. It may be that you are directed to more appropriate funding sources.