

Grant Aid Conditions

General

1. All applications must be made on the official application form.
2. Clubs/organisations making application should be based within the city boundaries and the sport must be recognised by Sport England; the main purpose of the organisation should be for sport and recreation.
3. Established applicant organisations should be non-profit making and be formally constituted on democratic lines with a committee structure and a bank account. Newly formed organisations should indicate an intention to introduce a constitution.
4. Applicants must keep acceptable financial records and be prepared to allow officers of the city council to inspect such records. All applications should be accompanied by an estimated statement of accounts relating to the specific schemes showing details of proposed expenditure and income.
5. The organisation must be open to the general public, it being accepted that some groups may be aimed at specific section within the community, eg juniors, over 50's, disabled.
6. Clubs/organisations should demonstrate an acceptable level of financial commitment for the scheme from within its own membership, and be able to cover the costs not met by the grant.
7. In the case of clubs the maximum grant awarded will not normally be more than 50% of the total cost of the scheme. In the case of individuals, the grant awarded will not normally be more than £250 per individual. Grants will not normally be given towards travelling expenses. Grants cannot be made retrospectively.
8. Applicants must be prepared to account for all previous grants.
9. Applicants must indicate whether they have applied to other sources for financial help and/or are in receipt of assistance from other sources, e.g. commercial sponsorship or Sport England.
10. Talented sports people and coaches who receive awards may be requested to assist in the city's sports development work as appropriate.
11. Applicants will normally be considered initially by the Executive Committee of the City of Portsmouth Sports Council who will make recommendations to the full sports council, for subsequent ratification by the city council. Requests for grant aid are considered at each Executive. Applications should be received by the City Council at least two weeks before the Executive Committee meets.

Monitoring

12. The City of Portsmouth Sports Council may decide to identify a priority category for awards on an annual basis and in keeping with the needs of the Portsmouth Sport and Physical Activity Strategy and/or city council's corporate policies.
13. Applicants must be prepared to submit evidence on request that the grant has been spent on the purpose for which it was awarded.
14. Receipts **must** be submitted to the secretary for all expenditure related to the grant.
15. Any event or publication resulting from the award of a grant should acknowledge the support of the city council.
16. The City of Portsmouth Sports Council, through its Executive Committee, may recommend on applications outside the general criteria should a scheme demonstrate that it would be for the benefit of sport and recreation in the city.

City of Portsmouth Sports Council

www.portsmouth.gov.uk

Grant Aid

1. Aim of Grant Aid

Three main themes:

Sports in Schools

Sport in the Community

Development of world class sport

Grants are for the benefit of Portsmouth residents and Portsmouth Clubs and their members, they aim to promote sport and physical activity opportunities for the people of Portsmouth by:

- Increasing regular participation
- Promoting healthy lifestyles
- Developing safe environments for sport
- Promoting junior clubs
- Establishing community based programmes on inner city sites
- Increasing the number of coaches and volunteers, promoting sports learning
- Encouraging excellence
- Promoting school sport and improving school club links
- Improving the access to clubs by minority groups

Club Mark

Grants are normally not more than 50% of the total schemes. However, the City of Portsmouth Sports Council encourages sports clubs to achieve Sport England's Club Mark standard. Clubs applying for grants that have achieved this could be entitled to up to a maximum of 70% of the total cost, at the discretion of the Executive Committee.

2. Categories of Grant Aid

In all categories, jointly funded projects are encouraged.

(Please note: grants cannot be made retrospectively)

Grants will be considered on their merit but will normally be considered within the following five categories:

(a) Participation/Promoting healthy lifestyles/ Performance

Any activity that offers the opportunity for participation and competition in sport and physical activity.

(b) Excellence

Support to talented individuals to cover costs of specialist equipment, training and competition. Applications for individuals must be made by their club or association and endorsed by a supporting letter from the relevant national governing body. Individuals should have reached regional level with national potential.

(c) Coaches and Volunteers

To support the costs of coach and volunteer courses as part of club development programmes. To encourage the gaining of coaching qualifications that will benefit residents and clubs in Portsmouth.

(d) Equipment

Specialist sports equipment aimed at increasing participation and improving standards of coaching and performance. Receipts need to be provided for purchases.

(e) Guarantee against loss

Grant aid may be awarded to offset any potential loss for an event or course organised by a club or association. The grant would only be paid after the event up to an agreed maximum and on production and analysis of detailed accounts.

Grants are not available for: payment for coaches, building works, improvements to existing facilities