

GUIDELINES RELATING TO DISTRIBUTION OF GRANT AID BY WIGTOWNSHIRE SPORTS COUNCIL

- **Grants only available to members of Wigtownshire Sports Council.**
- **Grants only available to full-time residents of / Clubs based in Wigtownshire**
- **Sports Clubs / groups with Junior Membership must have Safeguarding Officers, registered with Disclosure Scotland**
- **Clubs must have a Constitution and Bank Account in name of the Club**

Wigtownshire Sports Council provides grant aid to Sports Clubs operating in Wigtownshire and sporting individuals usually resident in Wigtownshire. The scheme is intended to assist affiliated clubs, organisations and individuals to develop and flourish.

OBJECTIVES OF THE GRANT SCHEME

- to increase and encourage the number of participants in sport within Wigtownshire
- to improve the standard of playing performance at all levels
- to encourage and improve coaching and officiating standards

Grants, subject to Sports Council funding criteria, are available under the following headings:

Start Up

- Grants up to **£200** may be awarded to enable new clubs / organisation (operating less than 6 months) in order to become viable units; e.g. basic equipment, first aid kits, receipt books, etc.
- The sports club / organisation must have a Child Protection Policy in place from their national governing body of sport or have adopted the Child & Vulnerable Adult Protection in Sport guidelines and policies from Leisure and Sport before applying for grant aid.
- In the event of the club / organisation disbanding within two years the equipment purchased by the grant must be returned to Wigtownshire Sports Council for passing on to another similar group.

Equipment

- Grants up to 50% of costs up to a maximum of £500 for individuals / £1,000 for clubs
- Equipment which a sports club / organisation / individual require to play their sport and / or enhance performance will be considered.
- Essential renewable equipment such as shuttlecocks, footballs, etc may be funded at the discretion of the Sports Council.
- Grants are not available for personal items such as team clothing, tracksuits, strips, etc.
- In the event of the club / organisation disbanding within two years the equipment purchased by the grant must be returned to Wigtownshire Sports Council for passing on to another similar group.

Excellence

Grant aid up to a maximum of £500 is available to support and encourage talented athletes with the costs of attending Regional or National training where there is appropriate evidence that they have been invited by a competitive and recognised selection process. A formal letter of invitation from the regional / national governing body / team must be submitted with the grant application.

Successful grant recipients will be paid in two instalments - 50% on approval of grant and 50% six months later on receipt of acceptable progress report from regional / national / team coach / authorised staff member.

Grant aid up to a maximum of £500 is available to support and encourage talented athletes with the costs of taking part in Regional, National or International competitions.

- Maximum award is 50% of eligible costs (30% in first year of membership) incurred in attending training or sessions or competing in events associated with the teams or squads.
- An assessment of eligible costs will be based on a standard maximum rate for travel of 22p per mile and £40 overnight accommodation.
- The award will take account of other sources of funding that may be available; e.g. sports lottery programmes, schemes run by governing bodies, representational grants for school pupils, etc.

- applications to support travel and accommodation costs to a competition must be made at least four weeks in advance of the event, except in exceptional circumstance; eg where the qualification for competition has just been achieved.

Development

- Grant aid up to a maximum of £500 is available for projects / schemes undertaken by affiliated clubs to encourage participation in and / or to increase standards in their particular sport.
- Clubs must be able to indicate the purpose of the project and to submit a detailed programme of activities and projected budget.
- The sports club / organisation should contact the secretary of Wigtownshire Sports Council at least three months in advance of proposed event.

Examples of development grants:

- Individuals from clubs attending national governing body awards for coaching or officiating
- Clubs / organisations organising local clinics or seminars for coaches or officials
- Schemes, events or courses where the aim is to encourage new members into a particular sport; e.g. "Introductory Courses", "Open Days", "Come and Try" events.

Coaching and Compliance Grants

The purpose of coaching grants is to encourage the development of more qualified coaches in Wigtownshire by providing funding to obtain recognised qualifications or to update coaching skills by attending recognised workshops / conferences. For example, a national governing body's coaching or referee's certificate, a Scottish Qualifications Authority (SQA) award, Sports Coach UK or other appropriate qualification.

- Maximum level of funding - up to £250 per individual per course or up to £1,000 per club per course (maximum 50% of eligible costs)
- Eligible costs for the Sports Council's contribution include travel, course fees and accommodation. The standard rate applied for car travel is 22p per mile and £35 overnight accommodation.
- 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.
- First Aid Training and PVG Scheme
- 30% of eligible costs where need is shown for Club development / running

Event Sponsorship

Sports Clubs / Organisations can apply for up to £400 for funding towards holding local / regional / national competitions / events. This funding can go towards the cost of venue hire, officials, etc. Wigtownshire Sports Council, at their discretion, can award a one-off payment of up to £1,000 under exception. Financial need must be demonstrated in the event budget and applications received at an early stage of planning (at least six months prior to event).

Exclusions

Wigtownshire Sports Council will not provide grants for the following activities and items:

- Routine renting of accommodation, pitches, tracks, halls, etc
- Annual running costs and upkeep of Club premises
- Routine repairs and maintenance
- Salaries, fees or other expenses of "resident" coaches engaged by clubs on a regular basis
- The purchase of personal items such as team clothing, tracksuits, strips, etc.
- Expenditure incurred prior to receipt of grant application.

Successful Applicants

Grant recipients must complete the grant report paperwork and supply receipts.

Failure to adhere to these conditions may result in the grant having to be refunded.

50% of the grant award will be made on receipt of signed Grant Acceptance form.

50% of the award will be made on receipt of completed report, copy invoices, photographs, etc.

Recipients of grants should attend Wigtownshire Sports Council's AGM (usually February).

September 2024

Wigtownshire Sports Council is supported by a grant from Dumfries & Galloway Council.