

### GUIDELINES, TERMS & CONDITIONS

**Please read through all guidelines before starting on the application**

Monaghan Sports Partnership aims include increasing participation in Sport and Physical Activity, improving the quality of coaching and training and to support volunteers in sport. The Sports Club Grant Programme aims to assist new and existing clubs in creating structures which provides long term development and benefits to the club.

It should add value to the club and concentrate on the vision of the club going forward over its short-medium lifespan.

Our club grant scheme makes awards, to not-for-profits organisations that can contribute to our strategic goals of:

- Increased participation in Sport and Physical Activity
- Greater access to training and education
- Better club Governance

Online applications are now being accepted for assistance under this fund, which is available under three strands:

- Strand 1: Sports Club small equipment grant programme  
OR
- Strand 2: Sports Club Education and training supports  
OR  
A combination of both (to a total max of €500)

Clubs may apply (where eligible) for only one of the above strands.

**Closing date for online applications:**

**Wednesday 15<sup>th</sup> May 2024 at 11pm (no exceptions)**

Application form, Guidelines (terms & conditions) and all relevant information is available at [www.monaghansports.ie](http://www.monaghansports.ie) or from the Sports Partnership office 042-9755126

Priority will be given to supporting new initiatives that will result in increased participation.

Monaghan Sports Partnership is available throughout the application process for advice or guidance

# General Conditions

## 1. Who May Apply?

The programme is open to the following:

- Sports Clubs who are registered with Monaghan Sports Partnership
- Sports Clubs based within the boundary of County Monaghan only
- Individuals may not apply for own funding and clubs may not apply for funding for individual athletes
- Applicant sports clubs must be affiliated with the appropriate National Governing Body of Sport (where such an NGB exists)
- Sports Clubs run on a not for profit basis
- Joint applications from sports clubs will be favourably considered
- Clubs registered with the Monaghan Public Participation Network (PPN) (see [www.monaghanppn.ie](http://www.monaghanppn.ie))

## 2. How will Decisions be made?

Once the application process is closed, a sub-committee of Monaghan Sports Partnership will assess the applications. They will make their recommendations to the full membership of the Sports Partnership committee, who will make the final decision.

Their decision shall be final; there is no appeals process.

Funding will be allocated throughout the County and throughout a range of sports as widely and as equitably as possible, based on the information supplied on the application form and the number of applications received.

The following will be taken into consideration by the board when making its decision:

- The number of people who will benefit from the funding
- How the proposed project will increase the level and frequency of participation of people in sport
- How clear the club / organisation's plans are on increasing participation. (e.g. does it have a plan in place?)
- The wider benefits that the proposed project will bring (eg to the area, or to the community. Or perhaps the benefits will include a lasting impact on the area, eg by having new skills in the community as a result of running a training course)
- The support must help the club / organisation develop activities into a long-term programme
- The track record of the applicant group (eg. how you have used past funding granted etc)
  - Any group who has not spent funding in 2023 on the purposes it was allocated or has not drawdown their funding correctly may be ineligible at assessment
- The clarity of information provided and detailed breakdown where applicable

## 3. Level of Support

The level of grant assistance will depend on a range of factors, including type of project, availability of other sources of funding, and the overall number of applications seeking funding under the Grant Programme.

In view of the level of funding available, however, the general grant allocation will not exceed €500

Where the group is not registered for VAT, grant aid will be paid on costs inclusive of VAT

We want everyone in Co. Monaghan regardless of age, background or level of ability to feel able to engage in sport and physical activity. Some will be young, fit and talented, but most will not. We aim to develop a sports sector that welcomes everyone, meets their needs, treats them as individuals and values them.

We want to fund eligible organisations that get more people engaged in sport and meet one or more of our strategic goals:

- Increased participations in Sport and Physical Activity
- Greater Access to Training and Education
- Better club Governance

#### 4. Insurance

**Applicant groups must have appropriate Insurance cover in place for its general activity and which provides adequate cover for any activity outlined as part of this application.**

The Monaghan Sports Partnership Sports Club Grant Scheme aims to support sports clubs to increase participation– all project or activity detailed in the application or carried out by the club using this funding must be covered by the Clubs own Insurance policy. Monaghan Sports Partnership does not take responsibility for the delivery of the programme of work or the Insurance implications of same.

#### 5. What is eligible for funding?

Funding applications may be for one, or a combination, of the following:

- New sports equipment (not to include weights or any gym based equipment)
- Training and coaching of young people
- Training of coaches to work with young people
- Purchase of sports / physical activity equipment
- Specific new initiative of club activities to attract new members

Examples of such include such things as:

juvenile section where such a section does not currently exist within the club or a new gender section where such a section does not currently exist – e.g. new female section within an all male club or a disability strand within a mainstream club

- a recreational element of the club to recruit new members who may in turn become part of the competitive element of the club

#### 6. What is not eligible for funding?

The following are not eligible for assistance from the 2024 Fund:

- Projects of a capital nature, eg building work
- Gym / exercise equipment - no weight or strength and conditioning related equipment
- Servicing of debt & payment of tax
- The purchase of land
- General appeals. (i.e. no specific purpose or amount specified)
- An application which is not clear in their request or that the request made does not represent value for money.
- Any training course already provided and subsidised by Monaghan Sports Partnership (eg. Safeguarding, Disability Awareness)
- Purchase of sportswear eg individual clothing or team kit (*including jerseys, tracksuits, training tops etc*)
- Insurance and affiliation fees
- A proposed project which is already provided within the club
- Ongoing training costs or additional training costs for an existing player group
- General running costs associated with the club or once-off fundraising events

## 7.1 What is Strand 1 Funding?

In brief, Strand 1 is funding support for the purchase of small sports equipment that will be used by your club members. It will not cover capital immovable items or personal technical items

For example – typical sports equipment may include footballs, cones, bibs, huris, sliotars, tennis racquets, badminton racquets, nets, portable goalposts, hurdles, ladders, poles, etc

More information is contained within the application and funding guidelines – it may also assist the costs of a participation programme within your club

## 7.2 What is Strand 2 Funding?

In brief, Strand 2 is funding support for education and training, specifically for your sports club volunteers. It can be used to upskill volunteers in coaching courses (provided by your relevant National Governing Body of Sport) or in additional non-coaching workshops. A request for training costs should be backed up with accurate information by the provider

For example – any foundation level recognised sports coaching course, sports first aid, coaching children workshop, disability awareness training, inclusion training, walking leader training

More information is contained within the application and funding guidelines

## 8. Application Process

- Applications will be received by online format only
- The form must be fully completed and provide clear information with detailed costs breakdown

## 9. Funding spend

- Successful clubs will be asked to use their own funds for payment for the items contained within their application and to submit receipts to verify same before drawing down the funding from Monaghan Sports Partnership.

*Clubs must have spent their allocation by **30<sup>th</sup> November 2024** in order to claim drawdown from Monaghan Sports Partnership.*

In the instance whereby a club has not spent 100% of its allocation, it may proceed to draw down that amount.

In the instance where a small club does not have the funding resources to spend its own funds, MSP will facilitate an 'up front' payment – (Clubs should notify MSP of this request once approval of funding is known)

### Retrospective funding support

In the instance of a club having already spent its own funding in the calendar year 2024, or one or more of the strand areas, they may make application for a re-imbusement of this spend, if such spend is clearly eligible under the appropriate strand.

Re-imbusement will be based on initial approval by the Assessment Committee of Monaghan Sports Partnership and then, on proof of receipts relating to the spend and verification of activity / equipment etc.

## 10. Reporting

- Successful applicants will be asked to submit a report on how the funding was spent, along with proof of expenditure, in the form of receipts and bank statements
- Compliance with reporting on how funding was spent and evidence of same must be adhered to, if and when requested in order to be eligible for future grant aid from Monaghan Sports Partnership

**Funding applications cannot be received by hard copy**

For enquiries, please contact;

**MONAGHAN SPORTS PARTNERSHIP**

Tel: 042-9755126

**Closing date**

for receipt of applications is

**Wednesday 15<sup>th</sup> May 2024 at 11.00pm (no exceptions)**

(in the interest of fairness, late applications cannot be accepted, therefore the online portal will automatically close on the date / time above)



*Supported by Sport Ireland and Monaghan County Council*