



Sports Development & Recreation Grant Aid Application Form

(For funding applications for Clubs/Organisations up to £350)

Completed Application Form, should be returned to:

Development Department
Omagh District Council
The Grange
Mountjoy Road
Omagh
Co. Tyrone BT79 7BL

Your application should be clearly marked: -
"Sports Development & Recreation Application Form"



Applicants should be aware that the information provided in this grant aid application form could be disclosed in response to a request under the Freedom of Information Act 2000. Should you consider that any of the information supplied is confidential in nature this should be highlighted and the reasons for its sensitivity specified. In such cases the relevant material will, in response to Freedom of Information requests, be examined in light of the exemptions provided for in the Freedom of Information Act.

(For office use only)

Ref number

Date and Time
Application Received

Question 2

What type of Club/organisation are you? (Please tick appropriate box)

Sports Club or Association

What is the name of your Governing Body of Sport? _____
(Clubs **must** be affiliated to a Governing Body Recognised by Sport Northern Ireland)

Other, Please specify

Question 3

(a) What are the main activities of your club and/or what services does your club provide?

(b) Please provide your clubs Charity Number and VAT Registration Number (if applicable)

Recognised charity number (if applicable)

VAT Registration number (if applicable)

Question 4

What do you want the Grant Aid for?(Tick 1 or 2 for double application, see Q 8)

(a) **Coaching Courses** () – maximum amount is £350 per club.

(b) **Club Equipment** () – maximum amount is £250 per club

(c) **Open Club Grant** () – maximum amount is £250 per club

Describe **what you want the funding for** and **how** your club will meet the specific Objectives of Omagh District Council’s funding policy i.e.:

2.2 Objectives of Funding Policy and under **7.8 Sports Development**

Guidance Notes

Please see list of Governing Bodies recognised on Sport Northern Ireland website www.sportni.net

Briefly describe the activities of your sports club/organisation and any services you provide.

If you are a new sports club describe the activities or services that you plan to provide.

Please refer to Guidelines for Applicants document, which includes criteria for each heading.

Financial Details

Guidance Notes

Question 5

(a) Please give us your clubs Bank Account details.
Please double check that they are accurate.

| | | | | | | | | |
|--|--|--|--|--|--|--|--|--|
| Account name | | | | | | | | |
| Bank or building society name | | | | | | | | |
| Bank or building society address | | | | | | | | |
| Sort code | | | | | | | | |
| Account number | | | | | | | | |
| Roll number (for Building Society accounts) | | | | | | | | |

Question 6

Please give details of your most recent annual accounts. Please read the guidance notes in the manual.

| | |
|--|--------------|
| Accounts for year ending | Date: |
| Total (gross) income | £ |
| Total expenditure | £ |
| Profit or Loss for Year | £ |
| Savings (reserves, cash or investments) | £ |

Question 7

Have you applied for or are you currently in receipt of funding for THIS project from any other funders? (Please tick appropriate box)

Yes

No

If yes please complete the following table.

| Name of Funder | Amount £ | Applied for | Awarded |
|----------------|----------|-------------|---------|
| | | | |
| | | | |
| | | | |

Please tick the appropriate box to let us know if the funding has been 'Applied For' or 'Awarded'

Question 8

(a) Tell us how much money you need for your project and give us a breakdown of what the money is for (include VAT where it applies). **(Photocopy and complete for double Application linked to question 4)**

DATE(S) OF PROJECT/EVENT : _____

| Item or activity | Total Cost | Requested amount |
|------------------|------------|------------------|
| | £ | £ |
| | £ | £ |
| | £ | £ |
| | £ | £ |
| Totals | £ | £ |

(b) Tell us if your club/organisation has received any other sources of income and How you will meet the shortfall amount?

| Source | Income |
|---------------|----------|
| | £ |
| | £ |
| | £ |
| | £ |
| Totals | £ |

Question 9

YOU'RE SIGNATURE. This must be the signature of the main contact named in Question 1.

I confirm that, to the best of my knowledge and belief, all the information in this application form is true and correct. I understand that you may ask for more information at any stage of the application process.

Signed Date

Question 10

Your Chairperson, Vice Chair, Secretary or Treasurer must complete this question.

Title First name Surname

Position in your group Signature

Contact address, including **full** postcode

Postcode _____

Guidance Notes

Please make sure that the amount you ask for is based on real and accurate costs and represents value for money. If possible enclose a detailed breakdown including quotes and/or estimates.

Please refer to the Guidelines for Applicants 'What We will fund' and 'What we will not fund'

Examples of income may include participant fees; Club funds Club fund raising, other Omagh District Council Grants (requested amount), Sponsorship amounts, fundraising, Sport NI, Mary Peters Trust etc.

Please refer to Omagh District Council funding Policy which can be downloaded from www.omagh.gov.uk

Please remember to keep a copy of this application for your own use.

If you have ticked all the relevant boxes above, your application should now be complete. Please return the completed form to the address detailed on the front cover.

Checklist - TO BE COMPLETED BY ALL APPLICANTS

- I have answered all the questions on the form.
- I am the main contact named in Question 1
- The Chairperson, Vice Chair, Secretary or Treasurer of our group, who is different from the main contact, has completed the box with the date my group adopted the constitution.

I have enclosed all the essential documents

- A copy of our constitution or set of rules, (dated and signed as 'adopted').
- A copy of our most recent annual accounts, dated and signed as approved by a senior member of our management committee **or** an estimate of our income and expenditure for the first year, dated and signed as approved.
- An original Bank or Building Society statement not more than three months old **or** a copy of the pages in your passbook that show your group's name, Account number and current balance that has been stamped and signed by your Bank or Building Society.
- Copy of Child Protection Policy (if appropriate)
- Copy of Public Liability Certificate (if appropriate)
- Copy of any quotations received

Monitoring Details

The information in this section is for monitoring purposes only. Information provided in this section will not be used to assess project applications.

Please estimate the percentage of persons who will benefit from your project under the following section 75 categories

Persons of different religious belief

| | | | |
|--------------------------------|--------------------------|------------|--------------------------|
| Budhist | <input type="checkbox"/> | Protestant | <input type="checkbox"/> |
| Catholic | <input type="checkbox"/> | Other | <input type="checkbox"/> |
| Hindu | <input type="checkbox"/> | Jewish | <input type="checkbox"/> |
| Islam/Muslim | <input type="checkbox"/> | Sikh | <input type="checkbox"/> |
| Persons of no religious belief | <input type="checkbox"/> | | |

Persons of different political opinion

| | | | |
|----------|--------------------------|-------------|--------------------------|
| Unionist | <input type="checkbox"/> | Nationalist | <input type="checkbox"/> |
| Other | <input type="checkbox"/> | | |

Persons of different racial groups

| | | | |
|--------------------|--------------------------|---------------------|--------------------------|
| Black African | <input type="checkbox"/> | Black Caribbean | <input type="checkbox"/> |
| Mixed Ethnic Group | <input type="checkbox"/> | Other Ethnic Group | <input type="checkbox"/> |
| Chinese | <input type="checkbox"/> | White | <input type="checkbox"/> |
| Irish Traveller | <input type="checkbox"/> | Indian | <input type="checkbox"/> |
| Pakistani | <input type="checkbox"/> | Bangladeshi | <input type="checkbox"/> |
| Irish Nationality | <input type="checkbox"/> | British Nationality | <input type="checkbox"/> |

Guidance Notes

These could relate to participants, organisations and the general public. If your project works with children/vulnerable adults, you must have a protection policy.

