



Somerset County Archery Association

Grant Awarding Policy



A. Introduction to Policy

The purpose of awarding grants to clubs and/or individual members of the Association shall be in accordance with the constitutional objectives of Somerset County Archery Association (SCAA) - to promote, develop and encourage archery in the Somerset County area.

SCAA may provide sponsorship grants to its members who are requested by the appropriate governing bodies to represent England or Great Britain at international competitions.

B. Conditions of Funding

1. Organisations eg clubs must be either non-profit or charitable. Applications will not be considered from private organisations operated as a business to make a profit or surplus.
2. Grants will not be made to projects that discriminate on any grounds.
3. The administration of and accounting for any grant shall be the responsibility of the recipient. All awards must be properly accounted for and evidence of expenditure should be supplied to the Association upon request.
4. Ongoing commitments to award grants or subsidies in future years will not be made. A fresh application will be required each year.
5. Each application will be assessed on its own merits.
6. The Association may make the award of any grant or subsidy subject to such additional conditions and requirements as it considers appropriate.
7. Any grant must only be used for the purpose for which it was awarded unless the written approval of the Association has been obtained for a change in use of the grant monies.
8. Any unspent portion of the grant must be returned to the Association by the end of the financial year in which it was awarded.
9. The Executive of the Association may make the award of any grant or subsidy (up to a value not exceeding £500) as it considers appropriate in the event of any unforeseen urgent event.
10. Although the intention of the Association is to support all valid requests, Somerset County Archery Association reserves the right to refuse a grant, if so decided by a majority vote of the Association's Council members.

C. Items eligible for grants

While it is accepted that the list below is not exhaustive the items below can be considered in the first instance by the Association's Executive Officers. Other items may be considered by the Association's Committee and application should not be held back if the applicant feels there is sufficient cause for the Association to consider their application.

The Association will consider applications for the following:

- *Travel Expenses;*
- *Accommodation Expenses;*
- *Equipment - Club:* for set up of a club or
One off specific projects designed to increase participation

Individual: Specific one off up to a value not exceeding £250
- *Coaching Course Grants* – SCAA affiliated archers shall be entitled to claim and receive a grant of £50 after successfully attending and passing an approved Level 1 or Level 2 Archery Coaching course. A grant shall only be available to an individual once for each level attained. Coaching grants shall be awarded from the SCAA coaching fund.
- *International Archery Grants* – SCAA affiliated MEMBER shall be entitled to calling and receive a grant of up to £250 when they represent the United Kingdom, Great Britain or a HOME NATION country and PARTICIPATE in a recognised archery EVENT being held outside of the united Kingdom.
- *National Inter County Team Championship Grants* – SCAA affiliated archer shall be entitled to claim and receive a grant of £30 when they represent Somerset and compete in the National Inter County Team Championship held at Lilleshall National Sports and Conferencing Centre.
- A discretionary grant of £30 may be claimed by a non-competing SCAA member attending the National Inter County Team Championship in the role of Team Manager, Team Assistant or similar. This award will be considered on a case by case basis, and only awarded if approved by the executive.
- *Club Start-up Grants* - A new archery club established according to the rules and policies of Archery GB shall be entitled to claim and receive a grant of up to but not exceeding £500. This grant is to be used for the purchase of archery equipment to support the club in getting started. Equipment purchased using this award shall be recorded and made know to the SCAA such that in the event that the club is dissolved within five years, any such equipment shall be returned to the ownership of SCAA.

D. Club Application Criteria

The specific criteria for a club to be eligible to receive a grant are as follows:-

1. Must be an affiliated to ArcheryGB, Grand Western Archery Society and Somerset County Archery Association;
2. Provide a copy of their written constitution or details of their aims and purpose;
3. Provide full details of the project or activity;
4. Demonstrate that the grant will be of benefit to the promotion and development of archery the local community they are located;
5. Demonstration of a clear need for the funding;
6. Provide a copy of the previous year's accounts or, for new initiatives, a detailed budget and business plan.

E. Individual Archer Criteria

The specific criteria for an individual archer to be eligible to receive a grant are as follows - he/she :-

1. Shall be a fully paid up member of Somerset County Archery Association;
2. Must provide a copy of the request and the requirements on them by the appropriate governing body eg ArcheryGB;
3. Shall incur extra expense to participate, which is not being covered by the requesting governing body;
4. Must declare all sponsorship, in value and kind, and funding they are currently receiving;
5. When requested, provide receipts of purchases as proof of any necessary expense.

F. The process

Applicants will be required to complete an application form to the Association Secretary.

The application form can be found on the Association's website at <http://www.somersetarchery.co.uk/documents/documents.html> or by emailing the Association Secretary at thesecretary@somersetarchery.co.uk.

All questions on the application form should be fully answered and additional appropriate information, which supports an application, should be provided.

Once received the application will be reviewed and any decision made by the Association will be communicated to the applicant in writing within 1 calendar month of receipt.

Policy Adopted : Wednesday 16th March 2016

Review date: March 2019