

# West Lothian Council Sporting Grants Scheme

## Application Guidelines

The Active Schools & Community Sport service is responsible on behalf of West Lothian Council for the administration of grant assistance to sport. This scheme will be reviewed and any changes will be introduced accordingly. When considering applications for grant assistance, we will be particularly concerned with the value and relevance to the community of the proposed project/expenditure. The contribution made by the organisation/individual to the development and promotion of sport within West Lothian will also be a key consideration.

### General Criteria and Guidelines

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All requested information in the application form is required before the application will be considered

Each application will be considered on its merit and the Sporting Grants Scheme reserves the right to reject any application  
All grants will be allocated taking into account the constraints of the Sporting Grants Scheme budget

Only applicants affiliated with a **sportscotland** recognised sport will be considered

Applicants can only apply for one grant per financial year however clubs may also apply for a Nelson Mandela Sports Bursary in addition to another granted award

For profit individuals or organisations are ineligible for an award

The Sporting Grants Scheme panel consider applications on three occasions per financial year

Applications must be submitted prior to 1 February, 1 June or 1 October deadlines

Retrospective applications will not be considered except for Education and Training (see below)

You will be informed of the decision in writing within 4 weeks of your application being considered at the Sporting Grants panel meeting

For applicant specific criteria and guidelines, please refer to the headings below

### Education and Training

#### **Who can apply?**

Volunteers e.g coaches, officials and committee members who reside in West Lothian and work with local clubs or individual athletes

Individuals who reside outwith, but coach, officiate or are part of a committee in West Lothian, may also be eligible

Football coaches applying for grants should do so via the West Lothian Football Forum

#### **What can you apply for?**

Grants may be available to cover up to 50% of the cost of National Governing Body qualifications.

Grants may also be available to cover up to 50% of Continued Professional Development opportunities, such as conferences and seminars please note all WLC CPD is already subsidised.

Grants may also be available up to 50% for courses and workshops that help a club become more sustainable e.g. business enterprise. For further matched funding visit <https://sportscotland.org.uk/coaching/funding/>

Higher awards may be considered.

#### **When can you apply?**

Please ensure the course takes place within the timeframe of 3 months prior to the deadline and 3 months after the submission date

### Club

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#### **Who can apply?**

Voluntary sports clubs within West Lothian

The club is accredited or working towards accreditation under the West Lothian Council Club Accreditation Scheme

Football clubs applying for grants should do so via the West Lothian Football Forum

#### **What can you apply for?**

Club Development Projects: Up to £500 may be available for clubs to attract members; promote healthy lifestyles; develop pathways for continued participation and improvement; and enhance links between a club and the local community

Performance Projects: Up to £250 may be available to cover travel costs of club members to attend competitions/training outwith West Lothian to enhance performance or engage the services of a professional coach (who must not be a member of the club) for a special event

Purchasing Equipment: Up to £1000 may be available to purchase essential non-consumable equipment e.g. scoreboard

The costs must be accurate and based on a minimum of two quotations

New Start Grant: Up to £250 may be available for the establishment of a new club or section. Clubs must provide details of costs, where applicable, of affiliation fees, equipment purchase, facility hire, insurance and coaching

Events: Up to £250 may be available for clubs to organise a new event for members or events of a higher standard to the clubs regular fixtures/events

Maximum Club Grant: A maximum grant of £2000 may be available to clubs who wish to apply for a grant under more than one of the above headings

We cannot fund: clothing; prize money; existing activities and repeat or regular events, including those we have funded before

## Individual

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### *Who can apply?*

Individuals who reside in West Lothian

Applications will only be considered from applicants competing for Scotland or GB who show evidence of selection

### *What can you apply for?*

A maximum of £300 may be available towards the cost of representing Scotland

A maximum of £500 may be available towards the cost of representing GB

Applications can be made to cover the cost of travel, accommodation, squad/camp fees, tournament fees or essential kit, as directed by the National Governing Body

## Facilities and Large Equipment

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### *Who can apply?*

Clubs which can demonstrate the impact the grant will have on improving the quality and/or the capacity of the service provided, and will help the club progress with their strategic plans and those of West Lothian Council

The club is based within West Lothian

Clubs must be on Community level or on Access level and working towards Community level

### *What can you apply for?*

Up to a maximum of £5000 may be available for equipment hire or purchase for the development of new sections/events; improvements or additions to playing facilities; materials for use in building projects; updating equipment for health and safety reasons

Two formal quotes must be provided for applications regarding improvements or additions to playing facilities or for materials for use in building projects by a contractor or company

We cannot fund: ongoing overheads; any costs incurred putting together your application; any expenditure committed before we pay our grant; contingency costs; endowments; fundraising; items mainly benefitting individuals; loans or interest payments; political or religious activities; projects or activities that the state has a legal or statutory obligation to provide; registration and affiliation fees; routine repairs and maintenance; used vehicles; VAT

## The West Lothian Trust Disability Sport Grant

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### *Who can apply?*

Individuals, groups and clubs who either have a disability or provide sporting opportunities for individuals with disability

The club is based in within West Lothian and is accredited or working towards accreditation under the West Lothian Council Club Accreditation Scheme

### *What can you apply for?*

Applications can be made to cover costs of specialised equipment; disability course fees; travel to events and competitions outwith West Lothian; projects involving individuals with a disability; volunteer costs

Individuals can apply for up to £200; Groups and Clubs can apply for up to £500

## The Nelson Mandela Sports Bursary

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### *Who can apply?*

West Lothian Council Accredited Sports Clubs

### *What can you apply for?*

The Bursary aims to encourage participation in sport during the school holiday period. A maximum of £500 is available to West Lothian Council Accredited Sports Clubs who would like to work with West Lothian Council to provide inspirational sporting opportunities for young people during the school holiday period.

## Partnership Funding

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### *Who can apply?*

Clubs or organisations who have already secured 50% funding for a post

Clubs or organisations who have full governing body support (written)

**We are looking to fund partnership posts that support growth in membership within clubs and this will be achieved through any post holder:**

Driving volunteer recruitment

Developing a coach education programme for the club

Supporting the club moving up to the next level on the accreditation scheme

Supporting appropriate marketing and promotion of the club

**Complete an application** online at: [www.activewestlothian.com](http://www.activewestlothian.com)

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