

ALDERNEY SPORTS FOUNDATION (ASF)

GRANT APPLICATION GUIDANCE NOTES

Grants will be made **to promote the participation of young people under the age of 18 years in amateur sport on the island of Alderney by making grants to charities and other organisations providing facilities for amateur sport**

How do I apply?

We make grants to a wide range of organisations. We are particularly keen to help grassroots community groups and small-to-medium-sized voluntary organisations. We do not normally make grants to regional or UK-wide charities, but we might do so where there are strong relationships in our area and the proposal has potential to achieve a substantial impact.

You do not have to be a registered charity to apply, but the work you ask us to support must be legally charitable. However, please note that we can only make grants for general running costs or unrestricted purposes to charities. Grants to any other organisations will always be restricted for a specific charitable purpose.

You must have a governing document (constitution, rules, memorandum and articles of association etc.), a governing body of at least two unrelated individuals, and a bank account in your group's name with at least two unrelated signatories.

Please note if you have previously had a grant from us we will not consider any new application unless you have sent us all the required grant reports.

Grants will not be made to individuals.

What are the criteria we will assess your application against?

The Trustees will only consider grant applications where the applicant can demonstrate that the grant will lead directly to increased youth participation in sport. Applicants should be aware that the ASF can only support sports that meet the Charity Commission's criteria for healthy recreation as set out in their policy paper 'Charitable status and sport (RR11)'.

The Trustees will look more favourably on those grant applications that include a five-year plan for promoting and improving participation in youth sport within the applicant's club or organisation. The Trustees will also favour those applicants who participate in Island/Community initiatives on youth sport participation.

The Trustees therefore expect that grants will normally support one or more of the following outcomes:

- Services and activities that work – helping applicants maintain, expand or provide new opportunities for youth participation in sport, with an emphasis on quality and effectiveness.
- Stronger organisations – helping provide and develop a better organisational infrastructure for youth participation in sport, and strengthening civil society overall.

Grant requests which the trustees will not normally support are:

- Funding for a specific individual rather than a club or organisation;
- Activities that promote excellence rather than participation in sport;
- Contributions to general appeals, fund raising or circulars;
- Funding for public bodies to carry out their statutory obligations;
- Physical infrastructure build;
- Activities which have already taken place;
- Grant making by other organisations;
- Privately owned and profit-distributing companies or limited partnerships.

How do I apply?

There is an annual grant cycle with all applications for each calendar year to be received prior to 28th February of that year. It is expected that the decision will be communicated and the funding for successful applications will be granted before the end of March of that year. Grants will only be made outside the annual grant cycle in exceptional circumstances.

The grant application form and any other supporting documentation should be completed, scanned and submitted by email to Janine Hawkins at alderneysportsfoundation@gmail.com.

The grant application form should be accompanied by any additional information or documentation, which supports or clarifies any of the information already included in the grant application form.

What is required from me?

The payment of grants will not be made without detailed proof/estimates of the costs involved being submitted to the Trustees and a copy of the relevant financial accounts of the applicant. The Trustees will then make the grant payment direct to the applicant. The Trustees may consider making payments direct to parties other than the applicant but this will only be considered in exceptional circumstances.

The applicant will be expected at the end of the grant year to submit a written report giving information about how the grant has benefited the applicant's organisation and the progress made on youth participation. Future grant awards will be viewed more positively where the applicant has demonstrated a track record in improving youth participation. Follow on grant applications cannot be made without a report from the previous year.

The Trustees reserve the right to request further information or documentation from applicants as they see fit to help them consider the grant application. The Trustees may request that the applicant attend an interview with the Trustees to explain more fully the grant application being made.

How is the grant decision made?

An assessment will be made by the Trustees of the individual merits of each application against the grant making principles and grant making criteria of the ASF. Grants not recommended are rejected and grants will be made at the sole discretion of the Trustees who are not obligated to provide any reason or justification for decisions made. The Trustees decision on any grant application will be final. (A copy of the ASF's Grant-Making Policy is available on request).