

A pair of red boxing gloves is shown against a dark grey background. The gloves are made of a smooth, possibly leather or synthetic material, and are positioned vertically with the fingers pointing downwards. The lighting highlights the texture and contours of the gloves.

Belfast

Amateur Boxing Strategy 2012-2022

Club Grant Aid Application (2014/5)

Contact information

Contact name:

Organisation / club:

Club Address:

Contact No.

Email:

Support Requested

*Support ONLY in the following categories to clubs (see Guidelines section)

*Please outline what your club requires against the headings below :

Area

Description

Costs

Coaching / official
costs
(detail – max £500)

Governance /
start-up costs
(detail – max £500)

Equipment
(detail – max £1000)

Other misc

(detail - max £500)

Additional Information

- **Please detail any other funding you have secured / received.**

Grant Aid (Guidelines)

Below are the areas which the Amateur Boxing Strategy can support :

Item detail	Available (maximum)	Notes
Coach Education	£500	Coaching courses associated to delivery of Boxing in club. Eg Level 1 / 2 / 1 star courses
Equipment	£1000	Equipment deemed suitable by IABA for the delivery of Boxing in a club environment.
Facility Development	£500	Support for other club goods or equipment necessary for delivery.
Other misc	£500	Other items or services required for clubs set-up.

For Business Purposes Only

Grant Aid (Accepted)

Item detail	Requested £	Allocated £
Total costs:	£	£
Notes :		

Grant Acceptance

Grant Aid (Guidelines)

To access the funding clubs must :

Requirements

- 1. Applicants must submit a letter/email of support from County Board or higher within boxing along with this application.**
- 2. Provide evidence of governance documents (constitution and assorted policies) plus sign-up to Clubmark via IABA and / or BCC prior to acceptance of application.**
- 3. Identify their catchment area for club and prove that other clubs are not necessarily effected by the new clubs establishment.**
- 4. Not be established more than 6 months.**
- 5. Not be a commercial venture of any nature.**
- 6. Be established as a Boxing club (not MMA or other activities and affiliated to IABA or a recognised Nation GB).**

Terms and conditions

1 Funding payments

- 1.1 Before we can provide you with funding, you must give us the following.
 - a This letter of offer signed on your organisation's behalf.
 - b Any outstanding monitoring and evaluation reports for any other funding you may have had from us.
- 1.2 You must only use the funding we provide for the project this is broken down as.
- 1.3 You must tell us about any other funding you are getting and provide us with any original receipts and documents as proof.
- 1.4 Any funding we give you does not mean we will make any further commitment to you.
- 1.5 We will pay you in the following ways.
 - a 50% of the funding once you have sent us the documents listed in 1.1;
and
 - b 50% once you have finished your project and sent us the monitoring and evaluation report form for that project.

2 Project management

- 2.1 You must make sure that the information we have about your project is accurate. You can only change your project with our prior written permission.

3 Monitoring

You must fill in an evaluation report on a template which we will provide. This must include a full written report once your project is finished. The evaluation report should include the following information.

- 3.1 How successful the project was.
- 3.2 Any other relevant information such as:
 - 3.2.1 any coaching qualifications achieved during the project;
 - 3.2.2 how many people benefitted from the project / funding.
- 3.3 How much the project cost.

4 Inspection rights

- 4.1 We can:
 - a inspect the premises and equipment used as part of the project;
 - b interview anyone involved in the project;
 - c speak to project managers about the project;
 - d inspect all financial and other relevant documents relating to money spent as part of the project; and
 - e carry out independent reviews to assess how well the project did against stated performance standards.

- 4.2 You will promptly provide us with any information we ask for about the progress, running, monitoring and evaluation of the project.

5 Your responsibility to give notice

You will let us know if you are aware of:

- 5.1 the possibility of any contributors pulling out of the project;
- 5.2 any serious financial difficulties you may have;
- 5.3 the possibility that you might not be able to spend the funding within the period of the project;
- 5.4 the possibility any of the circumstances set out in clause 7.2 happening.

6 Withdrawing our funding

We can stop any further or continued funding to the project if we decide that any of the circumstances described in clause 7.2 have happened or are likely to happen.

7 Repaying funding

7.1 If any of the circumstances described in clause 7.2 happen, we won't be responsible for giving you any more funding and you must, if we write to you to ask this, refund us whatever money you haven't spent.

7.2 The circumstances we refer to in clause 7.1 are as follows.

- 7.2.1 The project is under threat and may not be able to continue
- 7.2.2 The project is not progressing well
- 7.2.3 The project has changed unacceptably
- 7.2.4 There are extra costs (and no other contributor has agreed to pay these)
- 7.2.5 Any of the information you give us in your application for funding is incomplete, incorrect or misleading
- 7.2.6 Any money we give you is not used to pay for the project
- 7.2.7 You become, or may become, insolvent (including any liquidation (or possible liquidation), creditors' arrangement, receivership or creditors' judgement), or voluntarily wind up
- 7.2.8 You fail to keep to any of your responsibilities as outlined in these terms and conditions
- 7.2.9 We feel you can't manage your resources properly

7.3 We, along with our Director of Parks and Leisure, will decide whether any of the circumstances referred to in clause 7.2 apply to your programme or organisation.

7.4 You will be responsible for paying us back any money you haven't spent that we gave you for the project or which you haven't spent by the end of the project.

8 Publicity

- 8.1 We can publicly announce that we are taking part in and funding your project, but we will keep all other information we share with you private.
- 8.2 If you make any public announcements about your project you must mention our contribution and include our logo in any publicity material. You can get our logo from www.belfastcity.gov.uk/brand

When you use our logo you should also include the following statement “**This publication is grant aided by Belfast City Council. The views expressed are not necessarily shared or endorsed by the Council. The Council does not accept any responsibility or liability for same.**”

8.3 You must tell our Leisure Development Unit about any contact with the press, and you must give us the chance to get involved in publicity events.

8.4 You must send all publicity material to us, for approval.

9 Records

You must keep all accounting and other project records in a safe place for at least three years from the date of the last payment we give you for this project.

10 Fraud

As part of our commitment to stop fraud, we may make the information you give us as part of your application and on invoices and monitoring documents available to other departments or agencies for the following reasons.

- a To help us find and prevent crime.
- b To make sure you are not getting more funding than you should.
- c To help us with our independent audit.

If you deliberately give us false or misleading information you may be prosecuted.

If we need you to fill in a monitoring form you must also sign a declaration saying that all information you have given us and funding you have claimed for on this monitoring form is true and accurate.

11 Authorisation

11.1 Any contact from you to us, including claims for payment, must be made by authorised members of your organisation.

11.2 None of your employees may make any individual arrangement to receive payment to supply goods, facilities or services to the project.

12 Political activities

You must not use our funding for any party political reasons.

13 Employment law

You will employ all staff responsible for carrying out the project and you must keep to employment law.

14 Insurance and compensation

You must make sure that you have the right insurance cover. You must have in place employees liability insurance, public liability insurance and asset insurance before you start any work and you must cover us for any injury, loss or damage that happens during the project.

15 Effect on the environment

During the project, you must try to limit any damage to the environment.

16 Assignment

You must not, without our written permission, transfer (assign) any rights to receive our funding or other benefit or entitlement to another organisation under this offer.

17 Freedom of information

17.1 The Freedom of Information (FOI) Act 2000 sets out rights of access to information held by public authorities (including us). We may be asked to share information you give us, (this includes information you give us before or after the date of this offer of funding), if we are asked to do so under the act.

17.2 You must tell us if you think any information you have given to us is commercially sensitive. You must refer to the information and explain why it is commercially sensitive.

17.3 We will tell you if we are asked for any information. However, we have the final decision on whether material is commercially sensitive and we may share information which you have suggested is commercially sensitive.

18 Liability

We are not responsible for any of your costs or liabilities relating to your work or activities.

19 New funding

You must tell us about any new funding you may get after the date of this offer. We have the right to change how much funding we will give you if you get any new funding.

20 Licences and permission

20.1 You must get all the licences and permission you need to carry out the project.

20.2 You must get and pay for all the licences and permission you need, including an entertainments licence if you need one, and you will be responsible for and cover us against all claims relating to this.

20.3 If you work with children and young people you must have a child protection policy in place, and you must send us this if we ask for it. You must also make sure that all members of your staff that work with children and young people have had child protection training and an AccessNI check.

21 Health and safety policy

If you organise events for members of the public you must take all necessary steps to make sure that you keep to health and safety requirements. You must have a health and safety policy in place and, if we ask for it, you must send it to us.

22 Equal opportunities

You must keep to Northern Ireland law on equal opportunities and you must not discriminate against anyone for any reason, including their religion, political opinion, racial group, marital status, age, sexuality, disability, or if they have dependants.

23 Law

This offer must keep to the laws of Northern Ireland and, if there is any dispute, you and we agree this will be dealt with by courts of Northern Ireland.

By signing and returning a copy of this letter, you understand that it forms a contract and both your club and BCC must keep to the terms and conditions in this letter.

(Please keep a copy of this agreement for your records also).

Signed.....on behalf of.....(CLUB)

Print name:.....

Position in organisation:

Date:

Yours sincerely,

Mr Ryan Haire
Sports Development Officer
Belfast City Council