

## **Club Development and Volunteer Supports Programme Application Guidelines 2025**

### **Purpose of Scheme**

The aim of Longford Sports Partnership is to increase participation in sport and physical activity among all persons in County Longford. Longford Sports Partnership is looking to support initiatives by sports and physical activity clubs in the Longford area who are working towards this aim. The deadline for receipt of applications is **5 pm Friday, 31<sup>st</sup> October 2025.**

### **Maximum Grant**

**€500 for Club Development – equipment, programmes, etc**

**€500 for Volunteer Supports – coaching, training, etc**

### **Who is eligible?**

- ✓ New Clubs
- ✓ Sports and Physical Activity Clubs based in County Longford
- ✓ Clubs must be affiliated to their National Governing Body of Sport
- ✓ Clubs must be run on a not-for-profit basis and open to public membership
- ✓ Clubs that have a youth structure in place or plans to put a youth structure in place
- ✓ Affiliated to County Longford Public Participation Network.

### **Who is not eligible?**

- × Individuals, Schools, Capital Projects
- × Clubs that are eligible for other grant schemes i.e. – Go for Life Grants for Older Adults
- × Clubs who received Longford Sports Partnership, dormant accounts funding or Local Authority funding in the last 12 months **for the same initiative**
- × Commercial Organisations, for profit groups
- × County/Regional/National Organisations or Statutory Agencies.

### **What can be applied for?**

- ✓ Programmes to increase membership and participation
- ✓ Programmes to introduce new activities or to engage new participants
- ✓ Programmes which aim to improve the standard of participation in, and technical knowledge of the activity concerned (e.g. coach education, committee and/or volunteer education, administration & management courses)

- ✓ Applications are particularly welcome from minority sports and projects targeting groups who have low levels of participation, e.g. older people, girls & women, people with disabilities, unemployed people and those who live in identified disadvantaged communities
- ✓ Coaching Equipment Grant for new equipment for clubs established in the last 3 years or if equipment is required for specific participation initiatives.

**What cannot be applied for?**

- × Ongoing running costs of clubs – hall hire, prizes, transport, registration/affiliation fees, insurance, general administration costs
- × Payment of debt and loans
- × Longford Sports Partnership courses – these are already subsidised
- × Programmes that are not in line with the goal of increasing participation in sport and physical activity.

*Please note that additional marks will be allocated to clubs that have completed Safeguarding and/or Disability Awareness Training **in advance** of making their application will receive additional marks*

**Terms and Conditions**

- Successful applicants will be required to submit an expenditure report with supporting receipts and photos within 6 months of receiving their grant. Failure to submit this report in a timely manner will omit the applicant from future funding opportunities
- Clubs must have a copy of their Constitution or Club Rules
- Be affiliated/registered with their National Governing Body of Sport
- Affiliated member of the Public Participation Network
- Be registered / update your club details with Longford Sports Partnership on a yearly basis by completing a club registration form (form attached)
- Grants can be paid for programmes or training that have been ran in 2023
- Details of any grants received within the last 2 years are to be provided
- Successful applicants must recognise the support of Longford Sports Partnership in publicity surrounding their project
- Successful club members must have Safeguarding done
- Grants may only be applied for ONCE in any financial year

- Late or incomplete applications will not be accepted.

**Data Protection:**

We, Longford Sports Partnership collect the personal data provided below for one or more specific purposes, on the basis of public authority to our statutory duties.

The purposes and reasons for processing your personal data are detailed below:

- Identifying and evaluating organisations that apply for funding
- Organisation overview and governance
- Conducting compliance checks
- Delivery of efficient services to meet organisations needs
- Recording and communicating the activities of our organisation and other organisations to stakeholders
- Facilitating future contact with relevant stakeholders
- In order to comply with a legal obligation
- Research and development of sports participation.

We do not share or disclose any of your personal information without your consent, other than for the purposes specified or where there is a legal requirement. The minimum amount of personal information is shared with Sport Ireland.

The information above should be read in conjunction with the privacy notice on our website->

<https://www.longfordcoco.ie/longfordcoco/your-council/governance/data-protection/privacy-policy/privacy-policy.html>

**Application Form available here:**

<https://forms.office.com/e/vLx5gUx3s1>