



Guidance Notes and Grant Application Form

Isle of Man Sport
Groves Road, Douglas, Isle of Man IM2 1RB

e-mail: pauline.carr@gov.im

Tel: (01624) 688555 Fax: (01624) 688566



INTRODUCTION

Isle of Man Sport (IOMS) has eight independent members appointed by the Council of Ministers for a four year term plus the Minister for Tourism & Leisure.

Isle of Man Sport has the following terms of reference which have been formalised by Tynwald:

- To act as an independent forum for the promotion of sports and recreation
- To allocate grants and loans to Governing Bodies of Sports / Clubs / Organisations and Individuals
- To provide advice to the Minister and Department of Tourism & Leisure
- To provide proposals to the Department of Tourism & Leisure for the development of sports and recreation
- To have due regard to the views of those persons involved in sport and recreation in the Island

IOMS receives most of its funding via the Department of Community, Culture & Leisure from the Isle of Man Government. Other funding is provided by private organisations/individuals in the form of sponsorship.



NOTES

All enquiries and applications must be addressed to the Secretary of Isle of Man Sport, National Sports Centre, Groves Road, Douglas, Isle of Man IM2 1RB.

Tel: (01624) 688555
E-mail: Pauline.carr@gov.im

All applications must be submitted on the appropriate form, enclosing the required documentation. Forms for Travel & Coaching/Officiating Grants, Island Representative Team Support and Sports Aid Foundation are available from your Governing Body.

Retrospective applications will not be considered

CONTENTS

| | | |
|--|-------|---|
| Introduction | 2 | |
| Contents | 3 | |
| Travel & Coaching / Officiating Grants | 4 - 5 | |
| Island Representative Team Support | 6 | |
| Sports Aid Foundation | 7 | |
| Special Funding for the Disabled | 8 - 9 | * |
| Equipment Grants | 9 | * |
| Sports Loans | 9 | * |
| Sports Facility Development | 10 | * |
| APPLICATION FORM * | 11 - | |
| (* For those indicated) | | |



TRAVEL AND COACHING / OFFICIATING GRANTS

PURPOSE

Isle of Man Sport will allocate travel & coaching/officiating grants.

Sports will have different needs, so it would seem to be logical to separate the travel and coaching allocation to the Governing Bodies of Sport, with the allocation reflecting the individual needs of the sports.

When allocation funding, IOMS will consider the following:

General

- The existence of an up to date sports development plan and annual action plan for the Governing Body making the application (no additional funding will be considered without this in place)
- The quality and organisation of the administration of the sport on the Isle of Man
- Other sources of funding
- Governing Bodies of Sport must ensure that clubs have Child Protection policies in place
- Governing Bodies and clubs should ensure that they have adequate insurance cover in place

Travel

- The sports' need for competition off-Island
- The number of regular competitors on the Island
- The constructive use of funds i.e. the allocation of grant monies must be prioritised, they should not be just divided equally between participants. Sports should confirm that allocations are made in accordance with their development plan.
- The grant should not be used to support one specific individual: as a general rule, no more than 10% of the total grant should be paid to any individual

Coaching

- The existence of an all-Island coaching policy to improve standards within the sport
- Regular all-Island coaching / training sessions
- The number of regular competitors on the Island
- The number of active coaches on the Island
- Continued progress with qualification of coaches to the highest level
- The quality of the performances produced by local competitors
- Coaching available for disabled sports people and their coaches
- The use made of the previous years coaching / officiating allocation
- The need for the development of qualified officials for the sport



FUNDING GUIDELINES

Travel

The support permitted to any individual travelling to an off-Island sporting event is as follows:

- Any person out of full time education up to 30% of the total travel costs
- Any person in full time education up to 50% of the total travel costs
- Any person selected to represent the Island up to 80% of the total travel costs

The annual travel grant cannot be used for travel to the Island Games or Commonwealth Games as these Associations receive special funding towards this travel.

Any candidate receiving support from IOM Sport Aid, should not be awarded any support from the Governing Body (ie funding from the annual travel allocation awarded by IOM Sport) other than monies raised through fund raising.

No more than 10% of the annual allocation should be paid to one individual.

Coaching on the Isle of Man

The support permitted towards Coaching / Officiating is as follows:

- Coaching of coaches 100% of the total costs including Instructor/Examiner's fees, travel and accommodation, premises and course fee
- Coaching for performance 75% of total costs as above
- Combination of both 75% of total costs as above

Coaching off the Isle of Man

- Coaching of coaches 100% of total costs as above, including conferences, seminars, etc. for coaches
- Coaching for performance 50% of total costs as above

It is preferable to bring expertise to the Island rather than to send officials, coaches and competitors off the Island.

The coaching grant should not be used for the regular hire of facilities for junior and senior squad training sessions.

The allocation and payment of funds for travel and coaching/officiating will be made to the GBS at the beginning of the financial year.

The Treasurer of the Governing Body will be required to submit a completed Annual Return in January each year. This should contain details of all expenditure on travel and coaching/officiating, even if some events or courses did not receive an allocation for the annual grants. The Treasurer must enclose with the Annual Return full details of the support provided to clubs and individuals, together with substantiating receipts/invoices.

Future travel and coaching grants and requests for additional funding will depend upon the correct completion and the timely submission of the Annual Return.

HOW TO APPLY?

Clubs should apply to their Governing Body for funding towards travel and coaching/officiating.



ISLAND REPRESENTATIVE TEAM SUPPORT

BACKGROUND

These funds were established to give financial assistance to Sports Teams travelling to high level competition. Applications for assistance should be made by the Governing Body of the Sport for consideration, prior to the event.

The categories for selection include:

- National IOM selected teams competing at a high level off-Island
- IOM Club Champions who qualify to compete off-Island
- Priority will be given to new initiatives which can be shown to aid the development of the sport
- Annual events will not normally be considered for support more than once

Grants will be made at the discretion of IOMS.

Island Representative Team Support funding and the annual Travel allocation cannot be used towards the same event(s).

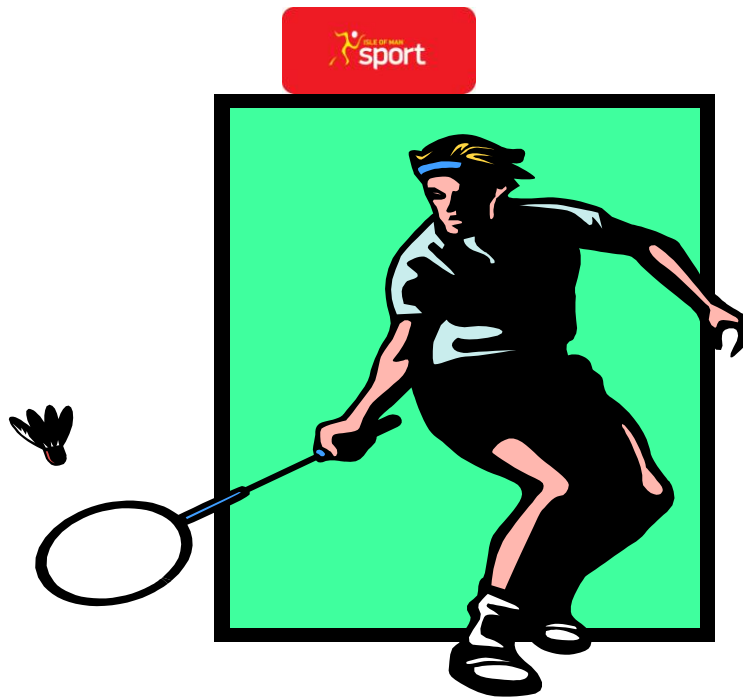
PURPOSE

These grants are intended to allow sport to try new initiatives to improve their level of competition and to further the development of the sport. The grants will enable a new initiative to be tried without the sport having to reduce its existing programme of competition. If the new event is found to be better suited to the development of the sport than an existing event, then the new should replace the old in the sport's annual programme.

This fund is also to assist Isle of Man Club Champions who have qualified to compete off-Island.

HOW TO APPLY?

Clubs should make their requests to their Governing Body – the Governing Body should then submit a request to Isle of Man Sport on the appropriate application form.



ISLE OF MAN SPORT AID

BACKGROUND

The Manx Sports Aid Foundation was established in 1991 as a registered charity to provide assistance to the top sports competitors, who have shown that they have the desire, ability and potential to compete not only on the Island, but also at National, International and World level.

In 2009, the Foundation's name changed to Isle of Man Sport Aid (IOMSA)

IOMSA not only supports candidates financially but can offer Support Services (e.g. physiotherapy, medical services, etc.) through the Sports Performance Co-ordinator. Where appropriate, the Sports Performance Co-ordinator liaises with the National Governing Body (NGB) in the United Kingdom to help competitors access lottery funded programmes. It also ensures that local support complements that provided by the NGB.

From 2009, following the completion of the Isle of Man Sport Institute, Support Services are now provided under one roof. These services, which include medical screening, strength & conditioning, nutrition, physiotherapy, psychology, etc. are available to all Sport Aid candidates.

GUIDELINES

Nominations for assistance must be made by a Governing Body of Sport and grants and scholarships will be awarded at the discretion of the Management Committee of Isle of Man Sport Aid.

HOW TO APPLY?

Nominations are normally only accepted on an annual basis and a supply of application forms will be sent to the Governing Body in advance.

Applications may be considered during the year in exceptional cases.

Further details can be obtained from the Secretary of Isle of Man Sport.



SPORT FOR PEOPLE WITH DISABILITIES

POLICY

Isle of Man Sport will assist in the provision of opportunities for sport & recreation for people with disabilities.

OBJECTIVES

Access

To assist in securing the provision and improvement of facilities for sport & recreation for people with disabilities on the Isle of Man.

If necessary, to enable access to facilities with the provision of funding which will assist in meeting the cost of the hire of facilities.

Opportunity

- To assist in the encouragement of people with disabilities to take part in sport & recreation for pleasure, physical, emotional, psychological and social benefit.
- To support the provision of a co-ordinating body and other bodies/clubs where appropriate who will consider and promote the needs of people with disabilities in sport & recreation.
- To promote opportunities, wherever possible, for integration with able bodied people

Networking

- To liaise with those agencies dealing with groups which represent people with disabilities regarding sporting & recreational opportunities
- To encourage the development of links between Manx groups and similar groups throughout the UK.

Coaching & Coach Education

- To support the provision of coaching for people with disabilities in sport & recreation
- To provide financial assistance for specialist equipment

Training

- To encourage the training of coaches from within (and outside) the Governing Bodies of Manx Sport, to help deliver activity programmes.
- To provide financial assistance for specialist training aids



Information

To pass on relevant information to the appropriate known agencies relating to sport & recreation for people with disabilities.

Travel

To support where appropriate, the costs of off-Island travel, through the funding mechanism of Isle of Man Sport. This shall be in line with the grant allocation policy of Isle of Man Sport, regarding:

1. Training
2. Coaching & Coach Education
3. Competition

Age Range

The provision referred to shall not be bound by age

METHOD

Consultation

- Isle of Man Sport will encourage the development of partnerships between groups representing people with disabilities, sponsors and funding agencies for the benefit of maximising opportunities in sport & recreation.
- Isle of Man Sport will encourage the development of a forum for the free discussion of all matters concerning sport & recreation for people with disabilities.
- Isle of Man Sport will encourage the requirement to identify issues relating to the needs of people with disabilities in sport & recreation and formulate plans to meet those needs.

Prioritisation

In partnership with the appropriate agencies Isle of Man Sport will base its financial provision on identified spending needs.

HOW TO APPLY?

Governing Bodies / Clubs and Organisations can apply by completing the Application Form at the back of this booklet.

EQUIPMENT GRANTS

BACKGROUND

These funds were established to give financial assistance to sporting bodies for the purchase of equipment. Grants are available at the discretion of Isle of Man Sport.

PURPOSE

To improve the range and quality of equipment available for participation in sport.

HOW TO APPLY?

Governing Bodies and Clubs can apply by completing the Application Form at the back of this booklet.



SPORTS LOANS

BACKGROUND

These funds were established to give small interest free loans to sporting bodies for the purchase of additional equipment and the improvement of sporting facilities
Loans are available at the discretion of Isle of Man Sport and repayable over 2-5 years.

PURPOSE

To improve the range and quality of equipment and facilities available for people to participate in sport.

HOW TO APPLY?

Governing Bodies and Clubs can apply by completing the Application Form at the back of this booklet.

SPORTS FACILITIES DEVELOPMENT

BACKGROUND

These funds were established to give financial assistance to sporting bodies for the development of sports facilities.

PURPOSE

To provide grants to assist sports to improve the quality and range of sporting facilities available.

HOW TO APPLY?

Governing Bodies and Clubs can apply by completing the Application Form at the back of this booklet.

ELITE COACHING SCHEME

BACKGROUND

This scheme has been introduced in order to encourage individuals who wish to reach the higher levels of coaching qualifications within their sport. It is intended that these coaches should then be able to provide coaching courses on the Island for others at a lower level, or wishing to begin coaching with the sport. Effectively a successful candidate would become a coach of coaches.

Financial support may be provided by Isle of Man Sport towards the cost of the course, travel and accommodation. In return the candidate must undertake to coach coaches within the sport for a minimum of three years after attaining the higher level qualification.

HOW TO APPLY

Governing Bodies and Individuals can obtain an application form from the Secretary of Isle of Man Sport.



APPLICATION FORM

SECTION A (for completion by the applicant) Please see Guidelines

The completed application should include quotations for the work/ items to be purchased, together with the most recent Annual Accounts for the Club / Organisation

Name of Club / Organisation _____

Contact: Chairman / Secretary / Treasurer / Trustee / Other _____

Name: _____
Address: _____
Contact Tel. No. Day _____ Evening _____ Mobile _____
E-mail: _____

For which assistance are you applying:

| | | |
|----------------------------------|-----|-----------------------|
| Special Funding for the Disabled | [] |] Please |
| Equipment Grants | [] |] see |
| Sports Loans | [] |] Guidelines - |
| Sports Facility Development | [] |] tick as appropriate |

Application forms for Island Representative Team Support, Elite Coaches Support and Isle of Man Sport Aid should be requested via your Governing Body of Sport



For what purpose is this request for funding:

What are the membership numbers for your Club / Association and the membership fees paid?

Numbers: Junior _____ Senior _____ Social _____

Fees: Junior £_____ Senior £_____ Social £_____

Does your Club have a Sports Development Plan? YES/NO

How does this application fit into your Development Plan?

Has this application the full support of your Governing Body, if not, please explain why?

DETAILS OF THE PROJECT / PURCHASE OF EQUIPMENT

*What is the anticipated commencement date of the project? _____

What is the anticipated completion date of the project? _____

What is the present lease/tenure agreement on your ground and with whom?

If this application is for equipment, where will it be stored?

If this application is for equipment, how often will it be used?



Is planning approval required for the project? YES / NO

If yes, has it been received? YES / NO

*** Please note retrospective applications will not be considered**

Who will carry out the work: _____ % outside contractors

_____ % club members

Which contractors / manufacturers have been approached?

1. _____ £ _____

2. _____ £ _____

3. _____ £ _____

If less than three quotations are being submitted, please state reasons:

FUNDING

What other sources of funding have been approached and what has been offered?

UK Governing Body Applied: YES/NO Awarded: £ _____

Manx Lottery Trust Applied: YES/NO Awarded: £ _____

Other _____ Applied: YES/NO Awarded: £ _____

If applications have been submitted to the above organisations, no offer of assistance will normally be made by Isle of Man Sport until a decision has been confirmed by the above

What is the total cost of the purchase / project? £ _____

What funds do you have available for the project? £ _____

What amount are you requesting from IOM Sport? £ _____



Please return the completed application form, the required documentation and any other information you may feel relevant to:

**The Secretary
Isle of Man Sport
National Sports Centre
Groves Road
Douglas
Isle of Man IM2 1RB**



APPLICATION FOR ASSISTANCE

SECTION B TO BE COMPLETED BY THE SPORTS GOVERNING BODY

AND RETURN TO: The Secretary, Isle of Man Sport, National Sports Centre,
Groves Road, Douglas, Isle of Man IM2 1RB

APPLICATION FOR ASSISTANCE MADE BY:

Club / Organisation: _____

to purchase / develop: _____

Do you as the Governing Body, support this application? YES / NO

If NO, please explain your reservations below:

Does your Association have a Development Plan? YES / NO

Does your Association have an Action Plan? YES / NO

How does this application fit into the above?

If NO, do you have plans to compile a Development Plan? YES / NO

Signed: _____ Position: _____

Date: _____