**SHIPLEY AREA COMMITTEE SPORTS CHEST CRITERIA**

**PLEASE READ THE FOLLOWING INFORMATION BEFORE COMPLETING YOUR APPLICATION**

* Funding is available for sports activities and equipment to work with and benefit young people aged between 16 and 25.
* Activities should support young people to gain skills to better their chances of employment and provide them with opportunities for the future
* Grants will be awarded to a maximum of £2,500.00.
* Grants awarded must be spent by 31 March 2022.
* Grants cannot be awarded for retrospective payments (*events/purchases that have already taken place)*
* Projects which operate in more than one Constituency can be considered by a number of Area Committees.
* Failure to fully complete the application form with all the relevant information will result in the application being rejected or deferred to the next meeting.
* A copy of the group’s constitution and accounts (not bank statements) must be provided.
* Two quotations should be provided for each item to be purchased.
* Successful applicants must recognise and acknowledge the support of Shipley Area Committee in publicity materials, where appropriate (for example on your website, in leaflets, programmes and minutes). An electronic copy of our logo and small plaques are available on request.
* A short report on the project and copies of receipts evidencing how all the money was spent should be submitted within six months of a grant being awarded.
* Projects should not contravene the Council’s Equality Policy.
* Grants cannot be used to fund religious or political activities.
* Applications for school curricular activities will not be funded.
* If you are applying for activities for children or vulnerable adults you must include a copy of your organisation’s child/vulnerable adult safeguarding policy and enhanced DBS ID number(s) and expiry date(s) as evidence that checks have been completed.
* Please note that some of the data collected as part of this funding bid is shared with internal and external partners as well as the funded projects being publicised electronically, in funding reports, in the media and other methods of distributing the information.   It is also possible that this information may be released in accordance with a Freedom of Information request.

Remember to include with your application:

1. Constitution

2. Most recent accounts

3. Copies of at least two quotations per item

4. Child or vulnerable adult safeguarding policy (if applicable)

5. Evidence of enhanced DBS checks (if applicable)

6. List of street names and post codes of beneficiaries (if your group is based outside the Shipley Area)