

## Terms and Conditions for the following Grant/Funding/Support Schemes:

### 4. Volunteer Support Programme for Sports Clubs

## OPEN GRANT SCHEME

4 Volunteer Support Scheme	
<b>Aim of Scheme</b>	KRSP will support local sports clubs to train and upskill their volunteers by means of providing funds for volunteer coaches, leaders and committee members to attend certified training and education courses that will benefit the club to increase participation.
<b>Max Grant Amount</b>	75% of course cost reimbursed following completion of course. Max of €750 per club
<b>Who can apply?</b>	<ul style="list-style-type: none"> <li>Sports clubs registered with a National Governing Body of Sport</li> </ul>
<b>Who CANNOT apply?</b>	<ul style="list-style-type: none"> <li>Individuals, for-profit groups, Commercial organisations, other organisations.</li> <li>Private facility owners, National/Regional/ County Bodies/Statutory agencies.</li> <li>Sports clubs that have not fully engaged and/or drawdown previous grant funding.</li> </ul>
<b>What Costs are Eligible?*</b>	
Foundation and Level 1 Coaching Courses	
Level 2 and higher Coaching Courses	
Certified Generic CPD Courses (e.g. Autism in Sport, Physical Literacy, Coaching Children etc.)	
Committee Member Training Certified Courses	
<i>*This is not an exhaustive list. Applications will be reviewed in line with club / organisation's development needs</i>	
<b>What Costs are Ineligible?</b>	
General Operational Costs	
Insurance Fees	
Registration Fees	
Hospitality Costs (Bars/Restaurants)	
Team Kits / Sports Wear - Jerseys, shorts, t-shirts, tops etc	
Capital Costs	

## Application Process

Please read the application process in full	Important Dates
1. Clubs can apply online using MS Forms through KRSP website	<i>Grant Scheme Open from XX</i>
2. Assessment of grant applications by KRSP	Ongoing - Assessed on a bi-weekly basis
3. Clubs will be notified by email of pledged support	Within 2 weeks of application
4. Clubs must return required documents and a signed funding agreement form	Within 2 weeks of notification

5. Club coaches/volunteers attend training course	As specified in agreement form
6. Expenditure report, all relevant and original receipts/invoices clearly marked 'KRSP Volunteer Support 2024' with a ballpoint pen, training report and proof of completion of the course/education submitted as applicable to each support scheme (notified prior to signing agreement form).	As specified in agreement form
7. KRSP will issue payment to the Sport Club	<b>Within 2 weeks of return of all documents</b>
<b>Please Note</b> Applications from sports clubs and organisations that have not fully engaged with the drawdown process of previous grant funding will not be considered.	

## Required Documents

*Please note: All or a selection of the following documents will be required depending on the funding/support awarded. Requirements for each club/organisation will be detailed in the notifying e-mail that will be sent by KRSP with notification of award.*

1. Signed Agreement Form
2. Current Bank/Credit Union Statement
3. Treasurer's Annual Report
4. Child Safeguarding Statement
5. Constitution, Memorandum & Articles of Association or another Governing document
6. Insurance Company name and Policy Number

## Data Collection

We 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 information above should be read in conjunction with the privacy notice on our website: [www.krsp.ie](http://www.krsp.ie)