



# ESSEX TENNIS

## APPLICATION FORM FOR ADVANTAGE ESSEX [AE] GRANT

### CLUB INFORMATION

Club name		Application date	
Applicant/Contact name:		Role in Club:	
Tel No	email:		
Clubs BACS Details:	Club Account No:	Club Sort Code:	
Does the Club have a defibrillator – place an X →		yes	no
As the applicant, on behalf of the club, please indicate “YES”, that you have read and agree to the grant conditions as outlined below →→→			

Place an x by grant category.

1		2		3		4		5		6		7	
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### BRIEF DESCRIPTION OF THE PROJECT

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### REASONS FOR UNDERTAKING THE PROJECT

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### PROJECT COST DETAILS

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### FURTHER INFORMATION

Total project Cost	£			
Amount of Contribution by the Club	£	%		of total cost
Amount of Grant being requested from AEGF	£	%		of total cost
Coach/Participant contribution (if applicable)	£	%		of total cost
Please provide relevant receipts/invoices/estimates/quotations etc to support this application				

*For office use only*

*Approved by the Essex Funding Committee*

*Date:*

*Amount:*



# ESSEX TENNIS

## ADVANTAGE ESSEX [AE] GRANT FUNDING INFORMATION PACK

### INTRODUCTION

This is a grant scheme designed to assist **Advantage Essex** [AE] clubs to encourage tennis development in Essex. The categories available under this scheme include tournament support, facility enhancement, tennis education, club development/promotion, technical advice costs, and defibrillators etc. There is also some support for Mini and Padel Tennis. The principle of a Club making a significant contribution will apply to many of the categories.

It should be noted that this fund is not intended to be used for any sort of Capital Expenditure or general club maintenance, e.g., court and floodlight renewal costs or any expenditure that is vital to playing the game of tennis [Mini & Padel] i.e., nets, posts, floodlighting, perimeter fencing etc.

These types of expenditure however may be suitable for funding under the AE Loan Scheme, for further loan scheme information please visit our website [www.essextennis.com](http://www.essextennis.com)

The categories are continually monitored and adapted according to changing priorities and the needs of tennis clubs in Essex. There are grant opportunities of well over £2,000 per annum available to registered AE Clubs.

Applications for grants must be made by/on behalf of AE Clubs, [not individuals].

Applications in all categories are designed to be made on a simple application form. They are available for download or completion on line from the Essex Tennis Website. [www.essextennis.com](http://www.essextennis.com)

If you have any queries, please email Janice - [janice@essextennis.org.uk](mailto:janice@essextennis.org.uk).

### PROCEDURE

All grant applications to Essex Tennis must be made electronically by a Club and emailed to [janice@essextennis.org.uk](mailto:janice@essextennis.org.uk) who will be able to assist any club prior to submission of an application if required.

Essex Tennis will consider all applications on a quarterly basis, deadlines for submitting applications are 31 March, 30 June, 30 September, and 31 December each year. The Financial year is 1<sup>st</sup> October - 30<sup>th</sup> September.

**Wherever possible Clubs will be notified as to the outcome of their application within 5 weeks of the deadline date and you/the Club will be notified regarding the payment.**

## CONDITIONS

### 1 **AE Member**

The Club must be a fully paid-up member of “Advantage Essex,” and commit to remain a member for three years from date of the grant.

### 2 **Project Approval**

The project must have the approval of the Club’s main Committee/Council/Executive members with the assurance that any funds received by Essex Tennis will be solely used as outlined in this application

### 3 **Payment**

Payment of grants will be made by BACS directly only to the Clubs account.

### 4 **Categories & number of applications**

Grants in Category **1** may be applied for once in each financial year

Grants in Category **2** may be applied for once in every five years.

Grants in Categories **3 – 7** are limited to two applications in each financial year and must be for different categories, they must not be in the same quarter

#### **N.B. Grants in Category 3**

You are allowed to apply for **[a]** & **[b]** together or separately.

If you apply separately, they will be regarded as only one application.

LTA Sanctioned Tournament Grants: No application form required, see **Tournament Grant Support**

### 5 **Demand**

If demand for these grants exceeds funds allocated or for any other reason, Essex Tennis have the discretion to cap applications, by club and/or area of support. Budgets for each category will be monitored by Essex Tennis and amounts allocated for each grant area may be subject to change. Additional categories and change to category details, conditions and amounts may be made by Essex Tennis at any time.

### 6 **Grants going forward to become conditional on Defibrillator possession.**

Essex Tennis believe that all clubs should have a Defibrillator due to their life saving potential.

For those AE Clubs who are currently without a defibrillator on site, whilst they can still apply for AE Grants, it will be conditional upon them to acquire a defibrillator by the end of the following financial year. They may apply for an AE Grant [category 2].

This easy-to-use equipment has already been instrumental in saving lives. Essex Tennis believe that Clubs have a responsibility to protect their Members.

## GRANT CATEGORIES

Application forms available on the Essex Tennis Website [www.essextennis.com](http://www.essextennis.com) unless otherwise stated.

### 1 Grants for Court and Floodlighting Related Technical Advice

The objective of this category is to assist with costs involved in engaging the services of professional court specialists. Specialists who can advise the club on court related issues such as cleaning, restoration, resurfacing or new surfaces and new courts, advice with design and/or planning, or condition surveys. The category can also be used for floodlighting issues or facility projects such as clubhouse renovation or new building projects. These services have to be provided by a SAPCA registered company.

The application must be supported and applied for by the club.

### 2 Grant for Defibrillators

Grants for new defibrillators are available of up to 50% of the cost or **£600** [whichever is the lower]. These can be ordered via this link – <https://www.tennisdefibs.org/> or alternatively they can be sourced elsewhere, (the model must be approved by Essex Tennis)

On purchase of a defibrillator limited funding for a training course to be held at a club's venue is available, see **Grant Category 3**

### 3 Grants for Tennis Education

This category can be subject to two separate allocations see Condition 4.  
The applications must be made by the club.

This category has to be either for [a] Coach/Referee or [b] Volunteer/Club Education. It does not cover coach or referee costs associated with their accreditation renewal.  
All courses/workshops have to be approved by Essex Tennis.

- a **To assist Coaches/Referees to upgrade their coaching/referee's skills by attending courses.** [please give full course details and the provider] There will be a maximum grant per participant of 33% of the course cost or **£500** [whichever is the lower]. A maximum of 2 persons is allowed per application. It is suggested that the remainder of the cost associated with this application is shared between the Club and the course attendee.
- b **To assist volunteers/clubs to attend courses/workshops regarding refereeing, first aid, tournament organisation, safeguarding, defibrillator familiarisation, etc. as long as it is relevant to their club.** [please give full course details and the provider]. These courses/workshops will be subject to 50% of the cost or **£300** [whichever is the lower]

#### **4 Grants for Tournament Enhancement and Enhancing Club Facilities**

The objective of this category is for the enhancement of existing facilities. Examples include the provision of a TV, Wi-Fi, table tennis/pool table, singles sticks, umpires' chairs, scoreboards, club safety/security, entry system, practise walls, changing room upgrades, flooring etc.

For Clubs hosting an external LTA sanctioned tournament within the last year (with the exception of covid restrictions) there will be a maximum grant of 50% of the project cost, or **£1,200**, [Whichever is the lower].

For other Clubs there will be a maximum grant of 50% of the project cost, or **£800** [Whichever is the lower]

Please note that this category is not for additional funding for a similar project that has already been funded by an AE grant in the past 4 years. It is also not for maintenance/refurbishment/capital expenditure, the upkeep of current facilities or for items that would normally be regarded as capital expenditure.

Clearly the difference between refurbishment/capital expenditure and enhancement of existing facilities is sometimes difficult to determine, the decision on this will be decided by the Grants Panel. To be flexible, where the panel find it difficult to make a determination they will in circumstances, when they consider it appropriate, make a without prejudice award of half of the amount that is requested.

#### **5 Grants for increasing tennis programmes and activity at clubs**

The objective of this category is to assist clubs to increase and enhance new programme activity at the Club e.g., disability tennis, mini tennis, junior tennis, [now known as LTA Youth for 4-18 yrs.] cardio tennis, padel tennis etc, by providing funding for equipment [this category is not intended for replacement of old equipment but for equipment purchased to increase activity in club programmes].

This could include rackets, balls, nets, court line markings, mini or low compression balls, specific disability equipment etc.

In this category there is a maximum grant of 50% of the project cost, or **£400** [whichever is the lower].

Funds towards the construction of a new Mini Tennis Court or Padel Court will also be considered [only if the Court is solely funded by the Club and Essex Tennis]; under this category a grant of 50% of the project cost, or up to **£1,000** [whichever is lower]. This can be in conjunction with an AE Loan application.

#### **6 Club Promotion, Marketing and Administration**

The objective of this category is to assist clubs to increase their self-promotion and to look at new ways of marketing to target and attract new members. Examples include creation of a club website, use of court booking and clubhouse management systems (note Clubspark is free) and general club promotions and improving venue signage.

There will be a maximum grant of 50% of the project cost, or a maximum of **£200** [Whichever is the lower]. Clubs hosting an annual Open Day can apply for a grant of up to 50% of the cost up to **£150** [whichever is the lower].

**7 Grants for Club Development Programmes (not equipment)**

The objective of this category is to “kick start” activities in schools, parks and community sites linked to the host club, this will usually be for one term of activity, and it is **strongly recommended** a charge for the activity is made even if only nominal.

Grants are available for costs related to this specific activity including reasonable venue costs [if external to club premises].

There will be a maximum grant of 50% of the **Net Programme costs**, or **£300** [whichever is the lower]

**TOURNAMENT GRANT SUPPORT – only available when there is no LTA Grant**

Applications are not required

LTA sanctioned tournament grant payments will be made direct to the clubs account by BACS within 4 weeks after the quarterly end date and the club notified. Essex Tennis receives an LTA Sanctioned Tournament list on a quarterly basis, and the claim amounts will be calculated as detailed below

<b>LTA Youth/ Grade/type</b>	<b>Amount per day</b>
Grade 5/6	<b>£ 40 [max per day]</b>
Grade 4	<b>£ 50 [max per day]</b>
Grade 3	<b>£ 60 [max per day]</b>

**Essex Tennis reserves the right to provide tennis balls to the above values as an alternative method of payment**