



# ESSEX TENNIS

## APPLICATION FORM FOR ADVANTAGE ESSEX [AE] GRANTS

[including TOURNAMENT GRANT]

### CLUB INFORMATION

Club Name		Application Date	
Applicant/ Contact name		Role in Club	
Tel No		Email	
Clubs BACS Details:	Account No:	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	8	9	10a	10b	11	12
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### BRIEF DESCRIPTION OF THE PROJECT/TOURNAMENT CLAIM [grade & dates]

### REASONS FOR UNDERTAKING THE PROJECT

### PROJECT COST DETAILS/TOURNAMENT CLAIM [number of days & amount per day]

### FURTHER INFORMATION

Total project Cost /TOURNAMENT CLAIM [amount]	£		
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:

# 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.

**This fund is not intended to be used for maintenance or upkeep.**

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/membership/#AE](http://www.essextennis.com/membership/#AE)

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 to download from the Essex Tennis Website <https://www.essextennis.com/membership/#AE>

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

## PROCEDURE

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

**PLEASE ENDEAVOUR TO EMAIL THE APPLICATION ELECTRONICALLY—IT WOULD BE APPRECIATED IF THEY WERE NOT DOWNLOADED/PRINTED AND FILLED IN BY HAND OR SENT BACK BY PHOTO/SCANNING/COPYING/ETC. Thankyou.**

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.**

# ADVANTAGE ESSEX [AE] GRANT FUNDING INFORMATION PACK

## CONDITIONS

### 1 AE Member

The Club must be a fully paid-up member of "Advantage Essex," and commit to remain an AE 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 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 – 9** are limited to three applications in each financial year, with a maximum of two applications in each quarter – however, you may not make an application for Category 5 & 6 in the same year and all the applications must be for a different category.

Grants in Category **10** – Tournament Grant Support, please note certain Tournaments have no need to apply but others do – please take careful note.

### 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 without one, whilst they can still apply for AE Grants, it will be conditional upon them to acquire a defibrillator by the end of the following [September 30<sup>th</sup>] 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.**

# ADVANTAGE ESSEX [AE] GRANT FUNDING INFORMATION PACK

## GRANT CATEGORIES

Application forms available on the Essex Tennis Website <https://www.essextennis.com/membership/#AE> 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 must be provided by a SAPCA registered company. There will be a maximum grant of 50% of the net cost of the advice obtained or a maximum of £200 [whichever is the lower].

The application must be supported.

### 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 – Existing Coaches/Referees

To assist existing Coaches/Referees to upgrade their coaching/referee's skills by attending courses. It does not cover coach or referee costs associated with their accreditation renewal.

All courses/workshops must be approved by Essex Tennis. [please give full course details and the provider]. A maximum of 2 persons is allowed per application. There will be a maximum grant per participant of 33% of the course cost or **£500** [whichever is the lower].

It is suggested that the remainder of the cost associated with this application is shared between the Club and the course attendee.

### 4 Grants for Tennis Education – Volunteers/Clubs/Individuals

To assist volunteers/clubs/individuals to attend level 1 coaching courses, also courses and workshops regarding refereeing where they have no qualifications. As well as other courses/workshops for first aid, tournament organisation, safeguarding, defibrillator familiarisation, etc. It must be relevant to their club. All courses/workshops must be approved by Essex Tennis. [please give full course details and the provider]. A maximum of 2 persons is allowed per application. There will be a maximum grant per participant of **50%** of the course cost or **£300** [whichever is the lower].

# ADVANTAGE ESSEX [AE] GRANT FUNDING INFORMATION PACK

## 5 Grants for new tennis orientated facilities at Clubs

The objective of this category is to provide grant support for new tennis orientated facilities **[inclusivity/disability projects may be included]**.

Applications need to be made within reasonable timescales of works being conducted.

For Clubs who have hosted in the last year an external LTA sanctioned Grade 2, 3, or 4 sanctioned tournament for 3 days or more there will be a maximum grant of 50% of the project cost, or **£1,500** [whichever is the lower].

For other Clubs there will be a maximum grant of 50% of the project cost, or **£1,000** [whichever is the lower].

## 6 Grants for existing tennis orientated facilities at Clubs

The objective of this category is to provide grant support for the upgrading of existing tennis orientated facilities N.B. NOT FOR THE UPKEEP/MAINTENANCE of them. **You will need to clearly demonstrate that this is an upgrade. [inclusivity/disability projects may be included]**

Applications need to be made within reasonable timescales of works being conducted.

For Clubs who have hosted in the last year an external LTA sanctioned Grade 2, 3, or 4 sanctioned tournament for 3 days or more there will be a maximum grant of 30% of the project cost, or **£1,500** [whichever is the lower].

For other Clubs there will be a maximum grant of 30% of the project cost, or **£1,000** [whichever is the lower].

## 7 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 [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.

## 8 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 (N.B 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].

# ADVANTAGE ESSEX [AE] GRANT FUNDING INFORMATION PACK

## 9 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]

## 10a Dunlop Tournament Grant/Ball Support for GRADE 3 & 4 for events that last 5 days or longer

### **Applications ARE NOT required for these events.**

Only available for LTA sanctioned tournaments when there is no LTA Grant.

### **THE FOLLOWING CONDITIONS WILL APPLY**

- i) DUNLOP shall be a named sponsor in each tournament and where possible their name shall appear in the main title. Other sponsors may take the title but only if they are of a non-conflicting nature. Whenever possible if there is another sponsor the title name should be shared  
e.g., “The Dunlop/Result Ltd. South Essex Tennis Club Open Junior Tournament”
- ii) IN RESPECT OF THE SANCTIONED TOURNAMENT THERE SHALL BE NO SPONSORS NAMED IF THEY ARE OF A CONFLICTING NATURE WITH DUNLOP.
- iii) The Dunlop and Essex Tennis name and logo shall whenever possible appear on all tournament promotional material. Where practical it should include the full Dunlop logo.
- iv) The Dunlop tennis ball shall be the official tournament ball and be named as such within the tournament rules.

We will contact you during March sending you an email together with a Dunlop Club Contract for you to sign and a ball order form for you to fill in, both must be returned before the **end of April or 2 weeks before the start date** of the tournament.

We will be offsetting the AE grants by providing tennis balls [while stocks last/are available]. The ‘offset’ calculation for the for the tennis balls, will be calculated at the rate of £8 per dozen. (As the usual price of tennis balls of this calibre is often in excess of £12 a dozen it is very good value).

Ball allocations are available prior to the tournament start date and you will have to collect them from the Essex Office by prior appointment on a Tuesday or Thursday between 10.00.am. & 1.00.pm.

If you have not heard from us by the end of March, please contact Menisha at [menisha@essextennis.org.uk](mailto:menisha@essextennis.org.uk)

### **Grade/Amount per day or tennis ball offset to the value of [only whole days may be counted]**

Grade 3	£60 a day of 7.5 dozen balls a day
Grade 4	£50 a day or 6 dozen balls a day

**Essex Tennis reserves the right to offset the AE Grant by providing tennis balls (While stocks last)**

## ADVANTAGE ESSEX [AE] GRANT FUNDING INFORMATION PACK

### 10b Dunlop Tournament Grant/Ball Support for GRADE 3 & 4 that last 4 days or less and for all GRADE 5 & 6 events

#### Applications ARE required for these events.

Only available for LTA sanctioned tournaments when there is no LTA Grant.

You only need to fill in the Club details and Tournament Claim sections on the grant form, to be completed on a quarterly basis, listing each tournament within the specific quarter.

#### **THE FOLLOWING CONDITIONS WILL APPLY AND PROOF THAT THEY HAVE BEEN MET WILL BE REQUIRED. [these must be emailed with the application form]**

- i) DUNLOP shall be a named sponsor in each tournament and where possible their name shall appear in the main title. Other sponsors may take the title but only if they are of a non-conflicting nature. Whenever possible if there is another sponsor the title name should be shared  
e.g., "The Dunlop/Result Ltd. South Essex Tennis Club Open Junior Tournament"
- ii) IN RESPECT OF THE SANCTIONED TOURNAMENT THERE SHALL BE NO SPONSORS NAMED IF THEY ARE OF A CONFLICTING NATURE WITH DUNLOP.
- iii) The Dunlop and Essex Tennis name and logo shall whenever possible appear on all tournament promotional material. Where practical it should include the full Dunlop logo.
- iv) The Dunlop tennis ball shall be the official tournament ball and be named as such within the tournament rules.

Applications must be received within **4 weeks of the date for the last tournament listed in the application** – those received after this date will be ineligible.

Payment dates will depend on the quarter that they are received in and will be made within 6 weeks of our quarter end date [last day of March June September & December]. Please note only one application needs to be completed for the quarter, listing all the tournaments held within that period.

We will be offsetting the AE grants by providing tennis balls [while stocks last/are available]. The 'offset' calculation for the for the tennis balls, will be calculated at the rate of £8 per dozen. (As the usual price of tennis balls of this calibre is often in excess of £12 a dozen it is very good value).

Ball allocations will have to be collected from the Essex Office by prior appointment on a Tuesday or Thursday between 10.00am & 1.00pm

#### **Grade/Amount per day or tennis ball offset to the value of [only whole days may be counted]**

Grade 3	£60 a day or 7.5 dozen balls a day
Grade 4	£50 a day or 6 dozen balls a day
Grade 5	£40 a day or 5 dozen balls a day
Grade 6	£40 a day or 5 dozen balls a day

All enquiries please contact [menisha@essextennis.org.uk](mailto:menisha@essextennis.org.uk)

