

Funding For Leagues Frequently Asked Questions



1. Does my league qualify for grant aid?

To qualify for grant aid in 2009/10 your league must fulfil the following criteria:-

- Must be FA or County FA affiliated
- Must be outside the National League System
- Must be below Step 5 in the Women's Pyramid of Football
- Must be 11-a-side / youth / mini-soccer / small-sided (non-commercial) league
- Must be non-profit making

Applications will only be accepted in Season 2009//10 from leagues that did not receive grant aid in Seasons 2007/2008 and 2008/09 from this scheme.

The primary use of any equipment purchased must be to assist the administration of the league and should be regarded as essential for that administration. Where computer equipment is being purchased, the League Finance Committee must be satisfied that the equipment will be in constant league use. The requirement for the equipment must be stated on the application form. All applications will be assessed by the League Finance Committee of The Football Association and grant awards will be subject to their approval.

2. What equipment may my league obtain grant aid towards and what specifications should the equipment meet?

The grant may be claimed against the purchase of new computers, computer related equipment or office equipment up to **1st May 2010**. The specific items of equipment that will be considered for grant aid during this period are listed below.

Priority

Please note that **Priority** will only be given to equipment purchased for any of the following league officers:- League Secretary, Registration Secretaries, Referees Secretary, Fixture Secretaries, Results Secretaries or Website Editor.

Low Priority

Equipment purchased for league officers other than those listed under the 'Priority' heading will be considered a Low Priority. A Low Priority application will be considered on its merits however an award of funding cannot be guaranteed.

If league would like to replace equipment (i.e. PC, printer etc.) which was previously funded by The Football Association and is now beyond repair or outdated, you will need to provide as much information as possible to include: detailed computer specification, year of purchase, reasons why the equipment is not any longer adequate. This application may be considered as a low priority application where funding cannot be guaranteed.

Please note that applications **will not be considered** where funding is being sought for similar equipment that has previously been grant aided by The Football Association for use by the same league officer, even if the equipment has been passed on to another league officer without providing satisfactory explanation.

Equipment List

The items considered eligible for assistance under the scheme are listed below. Please note that any equipment purchased that is not listed below will not be grant aided.

- Computer / Laptop Computer / Monitor / Mouse / Keyboard
- Printer / ID Card Printer
- Modem
- Scanner
- Fax Machine
- Photocopier
- Binding Machine
- Shredder
- Laminator
- Telephone/answer machine

If the item to be purchased is a Computer or Laptop Computer it must conform to the following minimum specifications in order to be eligible for financial assistance:-

- Microsoft Windows Vista Operating System
- 1 GHz 32-bit (x86) or 64-bit (x64) processor¹
- 1 GB of system memory
- Support for DirectX 9 graphics with a WDDM driver, 128 MB of graphics memory (minimum)², Pixel Shader 2.0 and 32 bits per pixel
- 40 GB of hard drive capacity with 15 GB free space
- DVD-ROM Drive³
- Audio output capability
- Internet access capability

3. How much grant aid may my league apply for?

A grant can be applied for based on the size of the league. The size of the league is dependent on the number of registered teams and will be based on £10 per team up to a maximum of £1,000. There will be a minimum grant available of £250. For leagues with 150 teams or more it will be possible to apply for a grant of up to a maximum of £1,200. If a league is not registered for VAT, then these costs can be included in the total cost and grant aided. Below are four examples to illustrate the level of grant aid available dependent on the size of the league:-

League A – administers 15 teams and will be eligible to apply for the minimum grant of £250.

League B – administers 65 teams and will be eligible to apply for a grant of £650.

League C – administers 110 teams and will be eligible to apply for a grant of £1,000.

League D – administers 150 teams and will be eligible to apply for the maximum grant of £1,200.

4. How does my league submit an application for grant aid and how long will it take?

An application form is provided with this information. Your league should first ensure that the equipment you wish to purchase is eligible and meets the minimum specification by referring to Question 2. As soon as you have purchased and received the equipment, please complete Sections One, Two and Three of the application form THOROUGHLY. Copies of the receipts/invoices for the equipment purchased must be attached to the application form. After ensuring that you have completed all questions, please forward the application form to your Parent County FA. (If your league is sanctioned directly with The FA, please forward the application form to The FA for the attention of the Leagues Manager.)

The County FA will verify the application, complete Section Four of the form and then forward it to The FA. The FA will check the application to ensure it meets all the relevant criteria and process your request via the League Finance Committee. The grant will be issued to the league in the form of a cheque as a contribution towards the cost, or in full payment, of equipment purchased. The grant cheque will be made payable to the league.

If the equipment purchased is regarded as Priority (refer to Question 2) then your league should allow up to approximately six to eight weeks before receiving a grant award. If the equipment purchased is regarded as Low Priority then the application will be considered by the League Finance Committee on its merits and processing will take in excess of eight weeks. Funding for Low Priority equipment cannot be guaranteed.

5. How many times can my league apply?

A league can apply as many times as required until the maximum level of grant aid available to that league in Season 2009/10 has been awarded. However, if your league received funding in Season 2007/2008 or Season 2008/2009 you will not be eligible to apply for funding in 2009/10. Grants will not be awarded retrospectively (i.e. for equipment purchased prior to 2009).

The deadline for submission of applications to the scheme is 1st May 2010, although leagues should be aware that there is a limited budget available and priority will be given to leagues that have not previously received funding.

If you have any queries on the scheme, please contact Zuzana Brutenicova at The Football Association on + 44 (0) 844 980 8200 # 4593 or zuzana.brutenicova@TheFA.com



Application Form Funding for Leagues

Please refer to the Frequently Asked Questions sheet before submitting an application to ensure that your league is eligible to apply.

Please complete Sections One, Two and Three thoroughly and attach the appropriate invoices or receipts. The application form should then be forwarded to your County FA in order for them to complete Section 4 of the form.

Section One: League Details – PLEASE PRINT IN CAPITALS

Name of League: _____

Parent County Association: _____ Affiliation Number: _____

Type of League (11-a-side / youth / mini-soccer / small-sided): _____

Breakdown of Teams within the League: Total No. of Teams: _____

No. of adult 11-a-side Teams: _____ No. of youth Teams: _____

No. of mini-soccer Teams: _____ No. of small-sided Teams: _____

Section Two: Secretary Details – PLEASE PRINT IN CAPITALS

Secretary Name: _____

Contact Address: _____

_____ Postcode: _____

Daytime Tel: _____ Mobile Tel: _____

E-mail Address (if available): _____

Section Three: Grant Application Details – PLEASE PRINT IN CAPITALS

Amount of Grant Aid Requested: £ _____

(The grant request should be based on £10 per team in the league. There will be a minimum award of £250 and a maximum of £1,000. If a league has 150 or more teams it may apply for a maximum grant of £1,200. Please remember that copies of invoices or receipts for the full amount are required before any grant can be made, and these MUST accompany this application.)

Description of all equipment for which financial assistance is sought: _____

Section Three Continued overleaf....

Section Three Continued

Name and position of league officer(s) who will use the equipment described above *(if a number of items have been purchased please clearly list the items and each officer who will use them)*:

Please outline the main activities that the league officer(s) undertake and for which this equipment will be used: _____

Please state why this equipment is essential for the league and whether it is replacing existing equipment or a new provision: _____

If grant aid has previously been awarded to the league please provide details of the year this was awarded, a description of the equipment and the league officer that is currently using it. If any equipment is no longer in use please provide the reason for this: _____

DECLARATION: I hereby certify that the information given on this form is correct and that the primary use of the equipment will be to assist the administration of the above named league. I have attached the relevant purchase receipts.

Secretary Signature: _____ Date of Application: _____

PLEASE FORWARD THE COMPLETED FORM TO YOUR PARENT COUNTY FA FOR APPROVAL

THE DEADLINE FOR SUBMISSION OF APPLICATIONS TO THE SCHEME IS 1ST MAY 2010

Section Four: County Association Use Only

I confirm that this Association is in support of this application YES NO
(tick as appropriate)

Parent County Association: _____

Chief Executive Signature: _____ Date of Signature: _____

Comments: _____

PLEASE RETURN THE APPLICATION FORM TO:-

**ZUZANA BRUTENICOVA
THE FOOTBALL ASSOCIATION, WEMBLEY STADIUM,
PO BOX 1966, LONDON, SW1P 9EQ**

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