



## Funding For Leagues Frequently Asked Questions

### 1. Does my league qualify for grant aid?

To qualify for grant aid in 2015/16 your league must fulfil the following criteria:-

- Must be FA or County FA sanctioned
- Must be outside the National League System
- Must be below Step W4 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
- Schools Leagues are **not** eligible for this funding
- Leagues administered via the County FA office will only be eligible for this funding in exceptional circumstances.

*Applications will only be accepted in the current season from leagues that did not receive grant aid in the previous season 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 **Monday, 2 May 2016**. The specific items of equipment that will be considered for grant aid during this period are listed below.

**Annual Business Service Agreements** purchases or **Lease Agreements** are **not** covered by the scheme and **will not be** grant awarded.

#### Priority

Please note that **Priority** will only be given to equipment purchased for any of the following league officers:- League Secretary, Registration Secretary, Referees Secretary, Fixture Secretary, Results Secretary, Treasurer, Chairman, Website Editor/ Social Networking Officer/Press Officer and Welfare Officer.

#### 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 (older than 4 years), 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 / Tablet - **Please note, for current Season the grant aid amount is capped at a maximum of up to £600 for Computer / Laptop Computer and a maximum of up to £450 for a Tablet.**

- Monitor / Mouse / Keyboard
- Printer / ID Card Printer
- Multifunction Device (all in one Printer, Scanner & Photocopier)
- Binding Machine
- Shredder
- Laminator
- Telephone/answer machine
- Software
- External Hard Drive
- Digital Camera

**The equipment funded by The Football Association must remain the property of the League and can't be retained by an officer resigning from the League.**

### **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 £350. 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 £350.

League B – administers 36 teams and will be eligible to apply for a grant of £360.

League C – administers 112 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.

If applying for grant aid towards a Computer / Laptop Computer - the maximum grant award for this item is up to £600 (including MS Office 365 and Anti Virus Software one year subscription) and for a Tablet the maximum grant award is up to £450, depending on the number of teams registered. If a league purchases this type of equipment for a higher amount, the league will have to pay the difference between the cost and grant aid.

**For example:**

League D - administers 159 teams is eligible for a maximum grant award of £1,200. If the League purchases an Apple I Mac Desktop Computer for £1,298, they will only be eligible to receive a maximum of £600 and the difference will need to be paid by the league. The league can still claim a further £600 grant award for other items.

The capped maximum grant aid of £600 towards a Computer / Laptop Computer applies only for leagues with more than 60 teams within a League. Leagues with less than 60 teams will receive funding based on £10 per team, with leagues with less than 35 teams receiving a minimum grant aid of £350. The same principle applies for Tablet purchases.

### **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 criteria as per Question 3. As soon as you have purchased and received the equipment, please complete Sections One, Two, Three and Four 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 and Clubs Manager.)

The County FA will verify the application, complete Section Five 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 as a contribution towards the cost, or in full payment of equipment purchased direct to the league account.

If the equipment purchased is regarded as Priority (refer to Question 2) then your league should allow up to approximately eight to ten 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 ten 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 the current season has been awarded. However, if your league received funding in the previous season you will not be eligible to apply for funding in the current season. Grants will not be awarded retrospectively (i.e. for equipment purchased prior to 31<sup>st</sup> July 2015).

**The deadline for submission of applications to the scheme is Monday, 2<sup>nd</sup> May 2016**, 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  
Leagues and Clubs Administrator  
at The Football Association on +44 (0) 800 169 1863 # 4593  
or email *fundingforleagues@thefa.com***