
2023 SPORTS CAPITAL & EQUIPMENT PROGRAMME

FREQUENTLY ASKED QUESTIONS

DOES MY ORGANISATION NEED TO REGISTER?

Any organisation that wishes to make an application must first be registered at www.sportscapitalprogramme.ie. The organisation will need a tax registration number to register.

If you have previously registered then your organisation does not need to register again. If you are unsure if your organisation is registered a list of all registered organisations is available here <https://www.gov.ie/en/service/d13385-sports-capital-programme/#online-system-for-sports-capital-programme>

A guide to the registration process is available at <https://www.gov.ie/pdf/?file=https://assets.gov.ie/22797/f06644c4005443e9885aad54e1b185c4.pdf#page=1>. The Department has also created a “how-to register” video at <https://www.youtube.com/watch?v=LDI-L2I5JXQ&t=8s>

The deadline for registration is 5pm on Friday 25th August 2023.

HOW DO I APPLY FOR FUNDING?

All applications must be made online on www.sportscapitalprogramme.ie

WHAT IS A DEADLINE FOR MAKING AN APPLICATION?

The deadline for applications is 5pm on Friday 8th September 2023.

WHO CAN APPLY FOR FUNDING?

Grants are available to voluntary, not-for profit sports clubs, community groups, National Governing Bodies (NGBs) of sport and local authorities. Third level colleges, Education and Training Boards (ETBs) and schools may only apply for funding jointly with sports clubs or organisations.

HOW MUCH FUNDING CAN AN ORGANISATION APPLY FOR?

The maximum grant available for a local club/organisation project is €200,000. It is envisaged that this amount will only be allocated in exceptional circumstances.

Maintenance equipment grants will be capped at €40,000 and equipment grants of over €70,000 will only be awarded in exceptional circumstances (such as to NGBs).

The maximum grant available for regional projects is €500,000 (see guide to making an application for details of what are considered regional projects).

WHAT IS THE TOTAL FUNDING AVAILABLE?

The amount to be allocated to the 2023 round has not yet been decided. Once the application deadline has passed, the quantum sought will be examined and the level of demand will be a key determinant but every effort will be made to fund as many worthwhile projects as possible while providing a sufficient level of grant to ensure the projects are viable.

WHEN WILL APPLICANTS KNOW IF THEY HAVE BEEN SUCCESSFUL?

Allocations will be made in stages during 2023/2024 with equipment only applications allocated funding first. The exact timing of allocations will depend on the number of applications submitted.

WHAT SORT OF THING DOES THE PROGRAMME FUND?

The programme will only fund projects that are sporting in nature. To help determine if a project is sporting in nature the Council of Europe definition of sport is used:

“All forms of physical activity which, through casual or organised participation, aims at expressing or improving physical fitness and mental well-being and at forming social relationships.”

Examples of things that the programme funds:

- Natural Grass sports pitches, tracks and courts (including pitch drainage and irrigation systems)
- Artificial sports pitches (Must be in accordance with the new regulations as outlined on page 10 of the *Guide to Making an Application*), tracks, courts and multi-use games areas
- Pitch drainage or irrigation works
- Sustainable drainage systems/rainwater harvesting
- LED Floodlighting
- Timing equipment where it is required for essential club activities
- Fitness studios
- Security fencing, CCTV systems and pitch side fencing (where these are deemed essential)
- Ball stop netting and goal posts
- Hurling walls / handball alleys
- Walking/jogging tracks
- Building or refurbishment of dressing rooms, showers and toilets
- Building or refurbishment of sports halls, gyms or fitness studios
- Modifications to sports facilities to improve access for people with disabilities.
- Modifications to sports facilities to reduce energy consumption
- Non-personal sports equipment such as gym equipment (all gym equipment must be accessible to people with disabilities), lawn mowers and other maintenance equipment up to a value of €40,000 and defibrillators. Note; a limit of €40,000 applies in respect of maintenance equipment. Equipment grants of over €70,000 will only be awarded in exceptional circumstances (such as to National Governing Bodies of Sport).
- Portable storage containers/sheds up to 25 m² are considered equipment but larger modular buildings that require planning permission and/or foundations are considered capital works and require proof of title (see page 5 of application form)

- Bicycle shelters/storage facilities which promote active travel.
- Improvements or renovations to existing, publicly accessible swimming pools
- Purchase of 'pop-up', portable swimming pools
- Certain measure to provide adequate access to free period products i.e. dispensary units
- Any other capital projects that are clearly sporting in nature and that will increase participation in sport or improve performance (see definition above)

Examples of things that the programme DOES NOT fund:

- Running or Operational costs (including software licences/subscriptions, consumables)
- Artificial playing surfaces not in accordance with the new regulations as outlined on page 10 of the Guide to Making an Application
- Non-LED floodlighting (including replacement bulbs)
- Non-LED interior lighting (including replacement bulbs)
- Campsites
- Passenger vehicles: cars, 4x4s, vans, minibuses
- Viewing stands
- Car parks, footpaths, roads or landscaping
- Children's playgrounds
- Certain preliminary costs relating to costs incurred prior to breaking ground on a capital project
- Professional fees (incl. legal, accountancy consultancy design, feasibility studies, certification)
- Insurance
- Advertising, marketing & promotional materials
- IT & telecommunications equipment (incl. laptops, tablets, smartphones, plasma screens) and associated software applications
- Office/administration equipment and systems
- Club/branded merchandise/leisurewear
- Hire/rental of equipment/premises/facilities
- Bars, kitchens, sleeping accommodation, offices, function rooms or other parts of a project that have little or no sporting content
- Projects (or elements of projects) where work has already commenced
- Routine maintenance (including the resurfacing of artificial pitches funded by the SCEP in the last 10 years)
- Applications from schools, ETBs and 3rd level colleges that are not made jointly with at least one sports club (see section on schools, ETB and 3rd level colleges applications on page 7 of the 'Guide to making an application')
- Hunting, guns, rifles, pistols
- High-tech specialised equipment (may be considered in applications from NGBs for high-performance/elite athletes)
- Luxury equipment or facilities such as spa facilities or pleasure craft
- The repayment of loans (a separate tax relief scheme for donations to sports clubs can be used to fund the repayment of loans see www.revenue.ie)
- The purchase of land or buildings (a separate tax relief scheme for donations to sports clubs can be used to fund the purchase of land see www.revenue.ie)

WHAT SPORTS EQUIPMENT DOES THE PROGRAMME FUND?

The programme considers anything that is not set into the ground as equipment. All gym equipment must be accessible to people with disabilities.

<https://www.gov.ie/pdf/?file=https://assets.gov.ie/22798/16dbbb4249904b46a13d31cca975717f.pdf#page=>

Examples of equipment funded include:

- ✓ Exercise equipment
- ✓ Weights
- ✓ Boats and trailers
- ✓ Portable goals and dugouts
- ✓ Boxing rings and punch bags
- ✓ Lawn mowers (maintenance equipment capped at €40,000)
- ✓ Storage containers (less than 25m²)
- ✓ Training aids like cones, ladders, bibs, balls

If an application includes sports equipment and capital works they will be assessed as a capital application.

What are the changes relating to Inclusion in Sport? What if a club does not accommodate men and women?

The vast majority of applicants under the SCEP have both male and female members.

As one of the stated objectives of the SCEP is to increase female participation, all applications (i.e. local and regional) for funding of women-only facilities will be deemed valid for consideration. This includes applications from camogie clubs, ladies Gaelic football etc.

No capital funding will be provided unless the applicant confirms that it is in compliance with the provisions of the Equal Status Acts.

In relation to applications for local projects which accommodate both men and women, applicants that do not provide access to its facilities, on similar terms, to men and women will not be eligible for capital funding.

Applications for local projects that do not benefit both men and women will not be eligible for capital funding unless there are alternative similar facilities available locally.

In relation to applications for national/regional projects, applicants will be required to set out their facility access policy which provides for similar access for men and women.

WHERE CAN I GET MORE INFORMATION?

Everything you need to know to make an application can be found at <https://www.sportscapitalprogramme.ie/>

HOW ARE APPLICATIONS ASSESSED?

The scoring system will be finalised and published prior to assessment work commencing but it is not expected to change significantly from the most recent round. Previous applications were assessed against 6 criteria:

1. Likelihood of increasing participation (including female participation)/improving performance
2. Sharing of facilities
3. Level of socio-economic disadvantage in the area
4. Technical merits of the project
5. Level of own funding available
6. Level of SCEP funding received in the past 10 years

The scoring system which applied to the last round of the SCP can be found at <https://www.gov.ie/en/publication/8c432-sports-capital-and-equipment-programme-2020-assessment-guide/>

It is likely that marks will be ring-fenced under this round for disability measures and for applicants that demonstrate their commitment to climate adaptation.

Applicants must note that funding is limited and that this is a competitive process. Simply meeting the minimum criteria under the headings above does not guarantee funding.

HOW ARE GRANTS ALLOCATED?

In making allocations, the Department will aim for a good spread of funding between different areas and a wide range of sports. The assessment score is a key factor in making allocations.

MY ORGANISATION HAS AN OUTSTANDING GRANT CAN WE APPLY FOR MORE MONEY?

Yes, organisations can apply for further funding before their previous grants have been paid. Applicants can even apply for additional money towards a project if they did not receive enough funding previously BUT only if they have not started work. If contracts have been signed or works commenced you cannot apply to finish a project.

We recommend that organisations plan their work in phases and make each application for a separate phase. Phase one could be to build a sports gym and phase two could be to purchase the gym equipment.

HOW MUCH OWN-FUNDING DO APPLICANTS NEED?

Applicants must have at least 5% of the total project costs in either savings or a loan when they are making their applications and they must provide evidence of this in the form of a

bank statement or a loan offer – which must be on the template provided in the guide. For local authorities the minimum own funding is 30%.

When assessing applications, the Department gives higher marks to organisations that show they can provide a higher percentage of own funding. In contrast to previous rounds of the Programme, the maximum valid grant amount awarded to an applicant will be reduced to reflect the amount of own funding available for a project. Accordingly, applicants should only include the amount of own funding that they are willing to commit to the project as it will affect the level of funding awarded.

MY CLUB WISHES TO APPLY JOINTLY WITH ANOTHER CLUB – WHO SUBMITS THE APPLICATION?

The organisation that owns the land should make the application. Remember only one application per organisation is permitted so if you are making an application jointly with a local school you cannot also make your own application.

WHAT DOCUMENTS DO I NEED TO MAKE AN APPLICATION?

If an organisation is applying for sports equipment the only documents required are a bank statement showing their own funding and a quotation for the equipment.

The table below sets out the documents required to make an application.

| Document | Compulsory? |
|---|---|
| Letter from a national governing body of sport confirming regional status of project | Compulsory for all regional applications |
| Quotation/estimate of the cost of your project | Compulsory for all applications |
| Proof of own funding | Compulsory for all applications. Loan offers must be filled in on the template at appendix 1 of the guide to making an application. |
| Evidence of planning permission/ planning application or evidence that planning permission is not required | Optional but extra marks may be awarded at assessment stage (see section in the Guide to Making an Application on planning permission for details). |
| Licence agreements between groups as evidence of sharing of facilities | Compulsory for all schools, Diocesan Trusts, Education and Training Boards and 3 rd level college applications. Optional for others but extra marks likely to be awarded for the sharing of facilities. |

Evidence of ownership of site

Compulsory for all applications for capital works where the organisations have chargeable title to their land. Applicants solicitor must complete the template at appendix 5 of the *Guide to making an application*.

Evidence of access to Site

Compulsory for all applications for capital works where the organisation does not have chargeable title to their land. In such cases the organisation can apply for a maximum of €70,000 for capital works. **Owner/landlord must complete the template at appendix 4 of the guide to making an application.**

WHAT ARE COMMON MISTAKES MADE BY APPLICANTS?

1. **Title/Access to the land where the project is being developed** – title/access templates (appendix 4 and 5 of the guide) have not been provided, amended, not signed, not dated or not fully completed
2. **Own Funding** – loan offer or bank statements not provided, provided without the applicant's name or not dated within 3 months of the application deadline
3. **Wrong documents uploaded** – or the same document uploaded multiple times
4. **Application not started on time** – organisations that do not start their application early run the risk of encountering technical or other difficulties that cannot be resolved before the deadline. deadline.

WE HAVE A LEASE - CAN WE APPLY FOR CAPITAL FUNDING?

If your landlord/lessor (e.g. a local authority) is entitled to apply for SCEP funding in its own right, then it is the landlord, rather than the tenant/lessee, that should make the application.

However, if you have a long term lease – with a least 15 years remaining - that is registered with the Property Registration Authority - you may apply for a capital grant in your own right, provided that the landlord has not previously obtained an SCEP grant for the property. Legal advice should be sought with regard to title issues and registration of title.

The applicant must complete the template at Appendix 5 of the Guide to Making an Application.

WE DO NOT OWN OUR OWN PITCH OR BUILDING – AND DO NOT HAVE A LONG-TERM REGISTERED LEASE. CAN WE APPLY FOR FUNDING?

Yes, you can apply for sports equipment and you can apply for up to €70,000 towards capital works but the owner/landlord must complete the template at Appendix 4 of the Guide to Making an Application.

I RUN A SPORTS BUSINESS CAN I APPLY FOR A GRANT?

No, the programme only funds organisations where all the income of the organisation is used to fund the activities of the organisation and is not paid to the owner – the Department may seek proof of not-for-profit status.