**Guidance Notes for Clubs**

**1. Eligibility**

* 1. Clubs must be affiliated to the Sussex Cricket Foundation.
  2. The club must have a constitution.
  3. The club must have a submitted Club Development Plan detailing the requirement of the project.
  4. Any club who received funding from the Spen Cama Cricket Trust during the previous funding round may not apply.
  5. Funding must only be used for projects / purchases that fall into one of the three project themes.
  6. Where appropriate - two individual and identical quotes must be submitted with a completed application form.
  7. All quotes must be clearly legible and include the supplier details.
  8. Clubs must have a security of tenure – minimum of 3 years.
  9. Clubs must have valid Buildings, Contents & Public Liability Insurance.
  10. Clubs must nominate on their application form a project manager who will be the main contact point for the Sussex Cricket Foundation.
  11. The main point of contact cannot be an employee of the Sussex Cricket Foundation.

**2. Project Themes**

Clubs should choose one project theme only.

Clubs can apply for funding towards the purchase of relevant products or materials, and associated

professional labour costs, under the following project themes:

2.1 Pitch Inspection Visit & Report

• Funding towards a pitch inspection by an ECB appointed pitch inspector

2.2 Grounds Machinery

• Clubs may purchase machinery for use at their ground.

• Funding for second hand machinery will not be considered.

• Machinery can include mowers, rollers, outfield mowers, pitch / line marking, sprayers & spikers.

2.3 Nets

• Funding can be used for new net facilities or refurbishment of existing nets.

• Clubs must demonstrate they have planning permission and landlords consent (where applicable).

• Clubs must use ECB approved suppliers for this project.

• Funding may be used for part replacement, i.e. replacement of netting

**3. Ineligible Projects**

• Large scale pavilion and communal changing facility projects (over £20k)

• Pavilion refurbishment or purchase or pavilion furniture.

• Any project already in receipt of an award from the ECB or EWCT capital funding programmes

(excludes the EWCT Interest Free Loan Scheme).

• Floodlights

• Roofing

• Marquees

• Sheds / storage containers

• Covers

• Non Turf Pitches

• Scoreboards/Scoreboxes

• Sight Screens

**4. Amount of Award**

4.1 Minimum award available is of £100 and a maximum award of £5000.

4.2 The award **may not** be used to retrospectively fund projects / purchases.

***Note 1: Due to the overall size of the funding pot, top level awards will only be granted in exceptional circumstances.***

***Note 2: The actual award offered may differ from that requested by the Club. The Sussex Cricket Foundation has a predetermined budget so the amount of funding that can be allocated may vary depending on the number of applications received.***

***Note 3: Priority MAYBE given to clubs who are registered to national ECB programs such as All Stars & where there is a Women’s & Girls section.***

**5. Partnership Funding**

5.1 A **minimum of 50%** partnership funding will be required from the Club.

5.2 Partnership funding is the difference between the project / purchase cost and the amount of the award. It can be sourced from Club funds, other grant bodies or sponsorship etc. In-kind contributions will not be considered.

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**6. Key Dates**

6.1 The closing date for all applications is 10.00am Friday 31st January 2020

6.2 Applications received after this date will not be considered by the Sussex Cricket Foundation.

6.3 The Sussex Cricket Foundation aims to notify clubs of the outcome of these applications within 28 days of the closing date.

**7. Application Process**

7.1 Application forms are only available for the Sussex Cricket Foundation.

7.2 Applications must be sent to your SCF Territory Manage by either email or post:

[Hamish.Russell@sussexcricket.co.uk](mailto:Hamish.Russell@sussexcricket.co.uk)

Hamish Russell

Sussex Cricket Foundation

The 1st Central County Ground

Eaton Road

Hove BN3 3AN

***NOTE - Clubs must not proceed with their project / purchase before they receive the Award Offer Letter from the Sussex Cricket Foundation*.**