

Club Education Fund 2022

Terms and Conditions

By applying for the Club Education Fund, the Golf Club agrees to the following terms and conditions:

1. Declaration

- 1.1 The person completing the application has been authorised by the Club Management Committee/Council/Board to submit the application form online on their behalf.
- 1.2 By submitting the application, the Club Management Committee/Council/Board declare that the information provided in relation to your club is true and complete to the best of their knowledge.

2. Eligibility

- 2.1 The Golf Club must be affiliated to Scottish Golf Ltd and failure to stay up to date with affiliation fee payments will result in the grant payment being recouped in full by Scottish Golf.
- 2.2 The Golf Club must have a registered Safeguarding Officer (applies only to those who admit members under 18 years old). Those Golf Clubs who do not have a registered Safeguarding Officer agree to have one appointed within six months of receiving the funding.
- 2.3 The Golf Club may submit more than one Club Education Fund 2022 application however the total amount applied for between 26th January 2022 and 30th September 2022 should be for a maximum of £300.
- 2.4 Incomplete or incorrect claims (including claims without full supporting documentation) will not be considered.
- 2.5 Any eligible training/education committed to and paid for by 30th September 2022 is applicable.

3. Grant Offer

- 3.1 Payment of the grant is subject to The Golf Club complying with these terms and conditions.
- 3.2 The grant may only be used for the agreed purposes as outlined in the application.
- 3.3 No applications will be considered beyond the closing date at which point all eligible applications will be assessed against award criteria.
- 3.4 Completion of the grant application is not a guarantee of funding. All grant applications will be reviewed by Scottish Golf Ltd on merit against our funding criteria. A funding decision will be advised to all applicants by 7th April 2022.
- 3.5 The decision of Scottish Golf Ltd is final.

4. Amount of Grant

- 4.1 The maximum amount any club can be awarded in 2022 is £300 in total.
- 4.2 The maximum award for PGA volunteer coach education is £150 per applicant.
- 4.3 The club can apply for different education / training and for more than one staff member per application.
- 4.4 The amount of grant paid will be decided by Scottish Golf Ltd based on the details provided.
- 4.5 Golf Clubs may not receive any grant funding or be granted less than the full amount requested.

5. Payment Arrangements

- 5.1 The grant payment will be paid in full.
- 5.2 Payment will be made within 10 working days of notification that the grant application has been successful.

6. Eligible Expenditure

- 6.1 All applications must be to fund training / education where the primary intent is to increase the skills of a club volunteer / staff member that will be of benefit to the club.
- 6.2 Eligible expenditure consists of payments made by the Club to a recognised education or training provider. Example eligible expenditure:
 - Green staff gaining new qualifications or licenses
 - Club Secretary / Manager attending training from a recognised training / education provider.
 - Club volunteers / officials receiving training to help them carry out their club duties

7. Ineligible Expenditure

- 7.1 The expenditure must not be paid to a 3rd party for services to the club where training and development of staff and/or volunteers is not the primary outcome.
- 7.2 Example ineligible expenditure:
 - Paying for a service or goods
 - Attending a networking event

8. Application Review

- 8.1 All applications will be assessed against eligibility criteria as detailed in the terms and conditions.
- 8.2 All applications will be assessed on a scoring sheet which will be completed automatically based on the information submitted.
- 8.3 Scottish Golf will assess funding previously provided to The Golf Club in the previous two years and take this into consideration prior to allocating any new funding.
- 8.4 Following completion of all steps in the application process all applicants will be notified of the outcome by Thursday 7th April .

9. Reporting

- 9.1 All golf clubs in receipt of funding will be required to complete a brief evaluation form providing detail of how the money was used and the outcomes for reporting purposes. Full details will be provided at time of formal grant offer being issued.
- 9.2 The Golf Club acknowledges that this application will be subject to monitoring/auditing and undertake to keep adequate records for this purpose.

10. Submission Deadline

- 10.1 All Club Education Fund 2022 applications must be submitted by Friday 25th of March 2022. Late applications will not be accepted.