



THE RYA FOUNDATION

(Registered Charity No. 1084351)

GRANT APPLICATION GUIDELINES

The RYA Foundation seeks to promote participation in boating by those who are disadvantaged by reason of youth, age, infirmity or disability, financial hardship or social circumstances. Grants are available to groups and individuals under the following headings:

- 1. Volunteer recruitment**
- 2. Training**
- 3. Provision for children and young people**
- 4. Equipment provision**

This document sets out the criteria and guidelines for a grant application along with a summary of the assessment process. **Please read this document fully before making an application.**

Who can apply?

RYA-affiliated sailing clubs and centres, and other organisations that are seeking to develop their facilities for disadvantaged people may apply for grant funding. Your organisation should have a recognised governing document (such as a trust deed or constitution) and a formal management committee. Applicants may be registered charities, charitable companies, or members-only clubs. Applicants are expected to have in place (and will be expected to certify that it is so) suitable policies for such matters as health and safety; and, especially where they work with young or vulnerable people, appropriate safeguarding policies and procedures.

We do not award grants to organisations that aim to distribute a profit, statutory bodies or individuals.

What will the RYA Foundation fund?

1. Volunteer recruitment

Applications will be considered for:

- Activities that seek to increase the number and capacity of volunteers to assist with boating for disadvantaged people.

Grant applications in this sector should clearly state the nature of the need for the activity, the manner in which the need will be addressed, and the use of funds.

2. Training

Applications will be considered for:

- Activities that raise your members' awareness of issues surrounding disability and other disadvantages affecting participation in boating,
- Activities that seek to increase the participation of disadvantaged people in assisting others to sail.
- Activities that require the involvement of RYA-qualified instructors to increase on-water activity.

3. Provision for children and young people

Applications will be considered for activities with people aged from five to twenty-one years which:

- encourage the involvement in boating of pupils of schools which make provision for disadvantaged people,
- encourage the involvement of young people in the sailing activities of mainstream organisations,
- encourage organisations for young people to develop sailing activities.

4. Equipment provision

Applications will be considered for grant-aid towards the provision of:

- Boats and equipment,
- Items which increase opportunities for people to participate in boating.
- Minor adaptations to buildings, equipment, or boats to improve use by people with disabilities,
- The provision of equipment for the use when boating of people with disabilities.

Important: Please be aware that the Foundation has limited resources and the trustees are unable to approve all of the applications that they receive. They concentrate their grants on activities that will lead directly to a sustained increase in boating participation by their target population of those who are disadvantaged in life by reason of disability or other circumstances.

What we will not fund

- Items which would normally be provided by an organisation when discharging its duties under the Disability Discrimination Acts and the Building Regulations.
- The purchase or maintenance of vehicles.
- Amounts that have already been spent.
- Holidays.
- Projects outside Great Britain.
- Appeals for general funds.
- The replacement of statutory funding.
- Major building construction projects.
- Activities or items which have been ordered or commenced before the date of our grant offer letter.
- administration costs, travel expenses, subsistence, fees, maintenance, insurance, rental or value-added tax.

How to apply

When you have read through these guidelines and decided that your application meets the Foundation's criteria, please complete the attached Application Form. For preference, please complete the form in an electronic medium to ensure legibility. If you require further advice or guidance on making an application please contact the RYA Foundation.

The RYA Foundation is unlikely, except in the Small Grants programme, to be able to meet the full cost of an activity. Accordingly, it will be necessary for you to detail the other sources of funding which you intend to

use. We will also need some indication of your future funding plans in order to assess the longer-term viability of your activity.

How we process your application

Your application will undergo an initial assessment to ensure that it meets the criteria in these guidelines and that all supporting information is included. All applications that meet the guidelines will be considered by the trustees but please be aware that we receive applications for more funds than are available and so not every application will receive an offer of a grant.

Following approval by the trustees, a grant offer letter will be sent to you. This will include the formal terms and conditions governing the award and may impose certain conditions on the offer. You will be invited to accept the grant by signing the agreement included in the grant offer letter. Should you be unable to carry out the activity specified in the grant application within a reasonable time the grant must be repaid.

Scoring your application

Your application will be assessed under four main headings:

1. improving opportunities for disadvantaged people to go boating;
2. involving disadvantaged people in the provision of boating for others;
3. increasing opportunities for volunteering, and
4. providing good value for money.

Conditions of grant-funding

Grants will only be awarded when:

- the application clearly shows that additional funds are being sought (or are available) to complete the activity.
- the funds will be used only for the activity specified in the application,
- when a favourable report on the progress of the activity has been submitted (for grants made in instalments),
- when an independent assessor has made a favourable report on the progress of the activity (for grants of substantial amounts).

Evaluation

Successful applicants will be invited to submit a progress report on their activity either six or 12 months after the award of a grant. Where a grant is substantial and the activity takes place over a long period, six-monthly evaluation reports will be appreciated. Your evaluation should indicate the ways in which the grant funds are being spent, the ways in which disadvantaged people are being encouraged to participate in boating, and the overall benefits which are being accrued by your activity.

Your evaluation should indicate the steps that you are taking to ensure representation in your activity by all people irrespective of gender, race, colour, ethnicity, sexual orientation, or disability.

Future applications

If your application is declined then no further application for the same activity will be considered for 12 months from the application date. If your application is successful then no further application will be

accepted for a similar activity for 24 months from the application date.

RYA House
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