



‘Be Active’ Support for Sport Grant Aid Programme 2026/27

Guidance Notes

Introduction

Active Awards for Sport is a small grants programme primarily aimed at grassroots sports. The programme aims to prioritise investment in sports clubs, especially those based in areas of greatest need that will deliver demonstrable increases in sports participation amongst identified target groups.

Programme Priorities:

Active Awards for Sport programme seeks to prioritise the development of grass roots sport and maximise positive community sport legacies.

Increase participation in sport and physical recreation especially among underrepresented groups:

- Women and girls
- People with a disability
- People living in areas of greatest need
- Ethnic Minorities
- Older People

In particular, Council welcomes applications from projects which will tackle health inequalities and improve health and wellbeing.

Deliver projects based in Derry City and Strabane District Council Area and benefitting areas of greatest need.

Areas of greatest need are defined as Neighbourhood Renewal Areas or the 25% most deprived Super Output Areas using the Northern Ireland Multiple Deprivation Measure 2017).

Please visit the NISRA website for further information <http://www.ninis2.nisra.gov.uk>

(Type your postcode to find statistics for your area)

These Guidance Notes explain how to complete the Application Form and who you can contact for additional help with your application.

Key Dates

The current round of funding opens for application on Monday 23rd March 2026 at 10.00am and closes on Wednesday 22nd April 2026 at 3.00pm.

Project costs can only be incurred from the 1st April 2026.

Projects must be completed by 12th March 2027. All project costs must be incurred before this date. Project costs incurred after the 12th March 2027 will not be eligible.

Please consult our website for further information <https://dcsdcgrantaid.com>

How does the fund work?

- There is one round of funding per financial year.
- Clubs can apply for grant aid from £500 up to a maximum of £2,000.
- The fund will cover project specific costs. Please note, any equipment purchased must be project linked and integral to the delivery of the sport.

Types of projects we will fund?

Clubs can submit a maximum of 1 application, up to a maximum of £2,000 across the following areas. Clubs must specify which areas you intend to apply for at the start of the application process;

- 1. Participation Initiatives** (involves coaching, programming and project specific venue hire. Venue hire can only account for a maximum amount of £750).
- 2. Performance** (involves travel to competition for events you have qualified to attend, or hosting regional significant events within the district).
- 3. Coach Education** (Sports Specific and Generic Courses)
- 4. Equipment** (Must be project specific up to a maximum of £500.00. Can not be a stand-alone equipment application)
The applicant club have sole responsibility for the ongoing maintenance and safe usage of any equipment purchased.
- 5. Strategic and Developmental** (involves club development plans etc)

Who can apply:

- Constituted not for profit Sports Clubs that are open, accountable and representative of the geographical area in which it services.
- Sports Clubs must be affiliated to a National Governing Body and activities must be recognised as a Sport as outlined on Sport Northern Ireland's/Irish Sports Councils website.
- All elements of the funding application must adhere to and be a recognised Governing Body sanctioned discipline/activity.
- Individual applicants will only receive support if no relevant club exists in the area and they are competing at National or International level.
- All applicants/clubs must reside in the Derry City and Strabane District Council area.
- Governing Bodies of Sport (GB's) and not for profit affiliated sporting organisations can apply for grants to deliver events within the Council area. The 'Regionally Significant' event must attract internationally standard competitors rather than club based participants.

Activities and items Active Awards for Sport WILL fund

Please note that only one application will be accepted per organisation. The following items/services are eligible in regards to the Active Awards for Sport application. Submitting an application is not a guarantee of receiving funding.

- Projects that will support increased participation in sport and physical recreation, especially among underrepresented groups.

Sport specific coaching courses; provided they can be completed in full within communicated timeframes.

CPD courses/training e.g. Disability Awareness, Sport Leadership.

Sport specific coaching fees – capped at £20p/h unless justification can be provided for higher rate.

Project specific venue hire. – capped at £750.00

Project specific travel.

Project specific equipment – purchase of equipment should not be the focus of your project. We view equipment as a means to achieving our target of increasing participation in sport. Any application for equipment should explain why it is needed and how it will achieve this. Normally, no single item can be valued at over £500.00.

Equipment hire to allow you to run your project.



Activities and items Active Awards for Sport WILL NOT fund

The following activities and items are ineligible and will not be funded under Active Awards for Sport:

- Projects that do not directly benefit Derry City and Strabane District Council residents.
- Capital works costs or any equipment that would incur cost and resource to install and remove e.g. standalone scoreboard with its own foundations and mains electrics supply.
- General organisation running costs, heating, rent, lighting, rates.
- Multimedia and Performance Equipment.
- Office equipment, furniture.
- Salary costs, loan repayments and endowments and volunteer costs.
- Entertainment costs, food and beverages.
- Items which only benefit individuals (e.g. prizes; scholarships; bursaries; personal clothing; personal equipment; event tickets; shin guards; boots, kits; etc) and non-essential items e.g. water bottles.
- Secondary, further or higher education e.g. A Levels, Degrees, etc.
- VAT that can be recovered from HM Revenue and Customs.
- Activities promoting religious or political beliefs.
- Retrospective funding or costs that will be incurred after the communicated grant period.
- Donations/fundraising events or activities.
- Organisation's own facility hire – groups cannot be paid for use of own venue.
- Insurance, affiliation, entry fees or membership fees.
- Sporting activities not recognised by Sport Northern Ireland.
- Curriculum time school programmes.
- Publications, marketing and websites.
- Access NI registration fees.
- Livestock.
- First aid kits/medical bags, defibrillators, medical personal costs, e.g. physio, sports therapist, etc.
- Non-inclusive fitness initiative (IFI) gym equipment e.g.treadmills, rowers, bikes, etc.
- Costs that are deemed to be unreasonable e.g. excessive goods/services. – This will be benchmarked against Sport NI costings
- Existing activities already in place e.g. current training sessions, etc.
- Council will not fund club/individual sports kits.
- Costs that are not auditable (i.e. cash payments) will not be eligible for Council funding.
- Sports Clubs currently in receipt of a Service Level Agreement.



How are you assessed ?

Please ensure that your application form represents your project in the best light. We cannot assess your project fully if you do not give us as much detail as possible about your organisation and plans for your project.

<u>Assessment Criteria</u>	<u>Score</u>
<p>Criteria 1: Project</p> <p>Tell us about your project. For example:</p> <ul style="list-style-type: none"> • What will you do? • When will you do it? • Where will you do it? • How will you do it? • Who will benefit? <p>This must include all items ticked at the start of the application form.</p>	40%
<p>Criteria 2: Need</p> <p>How did you identify the need for this project?</p> <ul style="list-style-type: none"> • Have you consulted with potential participants? • How does your project fit strategically with relevant stake-holders? • Is there evidence of social need? • How does the project contribute to objectives outlined within the Community Plan? 	30%
<p>Criteria 3: Sustainability</p> <p>How will you ensure that your project delivers long lasting benefits?</p> <ul style="list-style-type: none"> • Has the project development plans in place to sustain the project? • Has the project coaching in place to help sustain increased participation? 	20%
<p>Criteria 4: Project Costs</p> <ul style="list-style-type: none"> • How does the project costs relate to project description? • Are costs eligible and value for money? <p>NB --- applicant's ability to process previous grants will also be taken into consideration here --- Failure to process previous grants in full will result in a 'negative mark' being applied as per the scoring matrix</p>	10%

How to obtain N.I. Multiple Deprivation Measurers and Super Output Areas within the Derry City and Strabane District Council area via the internet:-

Step One:	Go to website address www.ninis.nisra.gov.uk
Step Two:	'Quick Profile' - type in your Postcode and return
Step Three:	Click on the SOA link (this will provide the Super Output Area)
Step Four:	Click on 'Deprivation 2017' link - (this will provide the NI Ranking)

Project Costs

This question offers you the opportunity to identify what costs you will incur within the five columns provided as follows:

Column One - Expenditure Details: this column will establish the specific costs related to your application.

Column Two - Itemised Costs: e.g. if you are paying a facilitator how much do they charge per day/session/hour. If you are buying project linked equipment itemise each piece of equipment.

Column three - Total costs: if you have shown a daily rate or item cost, for example facilitator or materials, this column will show the total cost and so will link to your Project/Service description e.g. three days facilitation, materials per person.

Column Four - Amount required from Derry City and Strabane District Council: you may require Council to pay for the full costs, and that is okay. However, if someone else is funding part of the Project please identify how much you need from Council.

Column Five - who will fund the remainder: you may already have secured funding for some of your costs or identified where you will go for further funding. This will show if the funding from Council will help access other funding for the Derry City and Strabane District Council area.

Be realistic when you are putting your costs for the Project into your application and



remember that your costs must be proportionate to the overall costs of your Project and essential for delivering it. If we do not think that the amount you have asked for is good value for money, we may offer you less than the amount you applied for. Assessing officers have the discretion to reduce or disallow expenditure deemed inappropriate to the delivery of the Project.

How will decisions be made?

Derry City and Strabane District Council may not be able to fund all successful projects as there may be more applications than there is funding available. However, all applications will be considered carefully. They will be looked at and assessed by a panel of Council Officers using a predetermined scoring matrix and ratified by both the Development Committee and Full Council.

Deadline for Submission of Applications

When submitting your application in hard copy you should send it to:

Support for Sport 2026/27 The Health & Community Department Sports Development Section Derry City and Strabane District Council 98 Strand Road Derry BT48 7NN	Support for Sport 2026/27 The Health & Community Department Sports Development Section Derry City and Strabane District Council 47 Derry Road Strabane BT82 8DY
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Remember: An official receipt must be obtained from a Council Official from the Sports Development Department if the application is delivered by hand.

If posting, it is recommended that you do give due regard to delivery times specifically during holiday time including Bank Holidays to ensure that your application is delivered by the closing date.

Applicants are reminded that the deadline for submission of applications is **3.00pm on Wednesday 22nd April 2026**. Applicants are encouraged to submit their application early as this deadline is absolute.

Under no circumstances will an application be deemed eligible after the 3:00pm deadline.



Staff Contacts

If you require any further information, please do not hesitate to contact either

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Review Procedure

If you believe the Funding Process has not been followed correctly or your application has been incorrectly scored you may request a review **within seven working days from the date of issue of your Letter of Outcome in writing to:**

Barry O'Hagan
Head of Community Development & Leisure
Health and Community Directorate
Derry City and Strabane District Council
98 Strand Road
Derry
BT48 7NN

A Senior Council Officer will review the process and equality of scoring within the round and respond to your Review Request.