



**Comhairle Uladh**

# **Development Grant Application Procedures**

# Comhairle Uladh

## Grant Application Procedures

1. The Club should complete the Application Form overleaf in consultation with the County Planning and Physical Development Committee and forward to the Secretary of the County Planning and Physical Development Committee together with the following Supporting Documentation:
  - (a) 3 Copies of Declaration of Trust (draft available from Rúnaí Contae);
  - (b) Certified Evidence of Claimed Costs;
  - (c) Copy of Club's most recent Audited Accounts or Club Treasurer's Report certified by County Officers.
2. In the case of an application for **Purchase Grant** where it is not possible to have the Declaration of Trust completed at the time the application is made, approval may be given on the following condition:
  - i) that the Club's Solicitor submits a "Letter of Undertaking" (draft available from County Secretary) to the effect that the Declaration of Trust will be furnished as a matter of urgency;
  - ii) that the undertaking will be honoured not later than six months from the date on which the "Letter of Undertaking" is submitted to the Provincial Council (see number 7(d) under).
3. The County Planning and Physical Development Committee considers the Application and checks that it is properly documented.  
On being fully satisfied with the application, the County Planning and Physical Development Committee certifies the Application Form and forwards the Application Form and Supporting Documentation to the County Secretary for endorsement.  
N.B. If the County Planning and Physical Development Committee receives an application which is not properly completed or documented, the entire application should be returned to the Club pointing out why the application is not in order.
4. The County Secretary endorses the Application Form, retains 1 copy of the Declaration of Trust and forwards the Form and remaining Supporting Documentation to the Secretary of the Provincial Council.
5. The Provincial Council appraises and, where appropriate, inspects the project in respect of which grant-aid is sought and, on being fully satisfied that the Application is in order, approves of grant.
6. The Provincial Council will on receiving evidence of completion of work and of actual final cost issue, on behalf of Central Council and Provincial Council, appropriate payment.
7. **Conditions:**
  - (a) Grounds must be vested in the G.A.A.
  - (b) Trustees must be appointed in accordance with the Rules laid down by the Association.
  - (c) Purchase Grant applications must be lodged with the appropriate Provincial Council within one year of date of purchase.
  - (d) In the case of Purchase Grant, where approval was given on the basis of a "Letter of Undertaking", payment of grant will be made only on submission of Declaration of Trust as prescribed at No. 2 above.

### **Important Notes for Club**

1. It is of the utmost importance that, before embarking on any development project, a club consults fully with the County Planning and Physical Development Committee will be able to offer useful information and advice and an objective assessment of the proposed development.
2. A club must not proceed with a development project without first obtaining approval-in-principle from the County Planning and Physical Development Committee. If the development costs in excess of £50,000 the prior approval of the Provincial Council should be sought. Grant Applications will not be entertained for developments which were not approved, in advance of start up, by the appropriate authority.
3. A Club should not submit the Original Declaration of Trust: it should be lodged for safe-keeping in a bank, Solicitor's Office or other suitable place.

## **Grant Scales**

**Proposal of Grant Scales at up to 10% to the stated maximum applying from May 1<sup>st</sup>**

### **2008:**

Purchase: €10,000

Development: €4,000

Dressing Rooms: €4,000

### **Second/Additional Pitches:**

Purchase: €8,000

Development: €3,000

Dressing Rooms: €3,000

### **Other Club Development:**

Public Toilets: €3,000

Disabled Access: €2,000

Covered Stand: €5,000

Additional Development: €2,000

Handball Alleys: €4,000

### **Proposed New Categories:**

Ladies Dressing Rooms (Specified): €4,000

Training Facilities (Specified): €5,000

Floodlights: €5,000

Verti – Draining (Specified): €400

(Similar Scales apply to Ard Comhairle Grants administered by Comhairle Uladh)



## Comhairle Uladh

### Application for Grant

in respect of:

1. Purchase of Ground(s)
2. Pitch Development (Levelling/Drainage) and Enclosure
3. Construction of Dressing Rooms
4. Covered Stand
5. Other Designated Development (*Public Toilets, Disabled Access, Ladies Dressing Rooms, Training Facility, Floodlights, Handball Alleys*)
6. Additional Development

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**Part A.** (To be completed by Club Secretary)

1. Full Official Name of Club .....
2. Name of Club Secretary .....
3. Full Postal Address .....
- .....
4. Telephone Number .....
5. Full Official Title of Ground (if Ground has been named)  
.....
6. Full Postal Address of Ground (including Townland)  
.....  
.....
7. Contae .....



3. **Dressing Room Grant:** If applying for a Dressing Room Grant, please complete the following:

- (a) Number of Dressing Rooms .....
- (b) Are Toilets included? YES/NO
- (c) Are Showers included? YES/NO
- (d) Date of Commencement ..... (e) Date of Completion .....
- (f) Cost .....

4. **Covered Stand:** If applying for a grant for a Covered Stand, please complete the following:-

- (a) Type of Structure .....
  - (b) Dimensions .....
  - (c) Please state whether Accommodation is **Seated** or **Standing**  
.....
  - (d) Estimated Capacity .....
  - (e) Cost .....
  - (d) Date of Commencement ..... (e) Date of Completion .....
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Wheelchair Provision .....

**5. Other Designed Development:** Public Toilets, Disabled Access, Ladies Dressing Rooms, Training Facility, Floodlights, Handball Alley

Please provide information in respect of each Development Project for which Grant aid is sought:

- (i) (a) Title of Project .....
- (c) Brief Description .....
- (d) Dimensions (where appropriate) .....
- (e) Cost .....
- (f) Date of Commencement ..... (f) Date of Completion .....

**6. Additional Development:** If applying for a grant for additional development, please complete the following:-

Please provide information in respect of each Development Project for which Grant aid is sought:

- (i) (a) Title of Project .....
- (g) Brief Description .....
- .....
- (h) Dimensions (where appropriate) .....
- (i) Cost .....
- (j) Date of Commencement ..... (f) Date of Completion .....

**Part D. Verification of Application by Club Chairman and Secretary**

We hereby verify that the information given on this Application Form is correct.

Sínithe ..... (Cathaoirleach). Dáta .....

Sínithe ..... (Rúnaí). Dáta .....

**Part E. Certification of Application by the Chairman and Secretary of the County Planning and Physical Development Committee**

1. Please give a concise factual description in respect of the project(s) for which grant-aid is sought: Purchase of Ground; Development of Playing Pitch; Construction of Changing Rooms.

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2. We hereby certify that the Club making application for grant-aid has consulted and co-operated in full with the County Planning and Physical Development Committee. We have checked that the Application Form is properly completed and that the Supporting Documentation complies with the requirements laid down by Comhairle Uladh.  
We have inspected the project(s) listed above and we are satisfied that the Application is in order. We recommend that the club should receive the grant-aid requested.

Sínithe ..... (Cathaoirleach). Dáta .....

Sínithe ..... (Rúnaí). Dáta .....

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**Part F. Endorsement of Application of Application by County Secretary**

On behalf of Coiste Contae ....., I formally endorse the above Application for grant-aid.

Sínithe ..... (Rúnaí).                      Dáta .....

(The County Secretary retains one copy of Declaration of Trust and forwards the Application Form and Supporting Documentation to the Secretary of the Ulster Council c/o Ulster Parks and Safety Committee)