



Grants – Terms and Conditions

Capital Grants

Subject to satisfying the conditions listed, the club must write to the Operations Manager, Mark Suter, at

Croquet England
Old Bath Road
Cheltenham, GL53 7DF

with an email copy to the Chair of the Funding Committee, to confirm that the project has been completed and to request that the monies be paid.

A financial statement of the final cost of the project, showing how it has been funded, along with receipted invoices that show the amounts paid, should be sent to the Operations Manager with the request for payment. Croquet England will only fund a maximum 50% of the project cost and will therefore pay one half of the actual cost or one half of the estimated cost, whichever is the lesser sum.

If there is likely to be any delay in completing the project, please let the Croquet England (via the Chair of the Funding Committee) know as soon as possible. The grant will lapse if not taken up within **2 years** of the date of the offer.

If your Croquet Club ceases to be a member of Croquet England within **5 years** of the award of a grant, the full amount of the Grant will become repayable to Croquet England.

Final Report

A condition for the approval of a Development Grant is the submission to the Funding Committee of a final report. This must be submitted within three months of the physical completion of the project (or purchase of equipment). If the project takes more than a year it would be helpful to provide a short progress report at the end of 12 months.

The final report is to be accompanied by an article for publication in the Croquet Gazette.

Failure to provide timely, completed closure reports may jeopardise subsequent applications.

Below are suggestions for material to be included in your report and/or Gazette article, with those that are mandatory marked with an asterisk:

- How much Croquet England grant assistance did you receive? *
- What was your project? Why did you decide to undertake it? What advice did you take before beginning? Where did you find sources of advice? *
- What benefits has your club seen from the successful completion of the project? *

- How long did the project take to complete? Who did the work (contractors or club members)? *
- What experiences from this project could other clubs learn from? *
- Which codes of the sport do you play? *
- What facilities do you have? *
- Tell us a bit about your club. How many members do you have? How many lawns?
- At what level do you compete (internal, Federation, National)?
- Do you host Federation and/ or national events?
- How did you go about raising the funds for the project? Which grant-awarding bodies contributed? What percentage did Croquet England contribute?
- Were there any difficulties to be overcome? If there were, how did you tackle them?
- Were there wider benefits for the sport, at Federation or National level?

Please supply suitable photographs to illustrate your project (preferably in .jpg format).