



Individual Grants – General Terms

The following general terms are applicable to all individual grants:

- For the purposes of the RAF Central Fund ('the Fund') the following individuals are eligible to apply for funding support:
 - Individuals currently serving in the Royal Air Force;
 - Members of the Royal Air Force Reserve;
 - Members of the Royal Auxiliary Air Force who are in permanent service, full time service, called out for home defence service or working on the permanent staff of the Royal Air Force Reserve or Royal Auxiliary Air Force.
- All individuals (as defined above) participating in appropriate sporting activities may apply annually to the Fund for grant support towards their participation in activities and events, courses or to purchase individual kit and equipment.
- For the purposes of the Fund the annual period is deemed to run from 01 Jan to 31 Dec.
- An individual may apply for more than one grant (including a combination of seasonal and event/expedition funding) during each annual period, however the total level of support for any one individual in combination may not exceed £2,000.
- Fund sports grant awards are discretionary with all awards being considered on a case by case basis. The award of any grant is not to be taken as indicative of any entitlement to future funding.
- The award of funding from the Fund does not infer Duty Status.
- It is the responsibility of the applicant to ensure that appropriate insurance is held for all activities undertaken.
- All applications for individuals representing at an RAF level or above must carry the endorsement of either the appropriate Sports Association Chair, or their delegated representative (e.g. Secretary or Treasurer).
- All applications for activities or equipment taking place at a level below RAF representation, or where there is no associated RAF Sports Association must carry an endorsement from the Unit at Sqn Ldr level or above.
- Endorsements are not prescriptive, however they are required to contain an explanation as to how the activities/equipment requiring grant support will provide development opportunities to the individual and/or RAF.
- Grant awards can only be spent in accordance with the application. All unused grant monies must be returned to the RAF Sports Lottery and cannot be utilised for alternative activities or items without written consent from the RAF Sports Lottery.
- Applications will only be considered using the applicable year's application form.
- Where public funding is available to support an individual's participation in activities or to purchase equipment (in whole or part), this avenue of funding must be exhausted before applying to the Fund. Where appropriate, Public and Fund funding may be combined to support an individual's sporting endeavours.



- Incomplete applications will be considered as closed if supplementary information requested by the Fund has not been received by the date of the event/expedition for event funding or within 3 months of the date of notification to the applicant of the additional information requests for other applications. The application will be void and a new application for funding would be required if funding is subsequently required.
- Successful applications are subject to retrospective sample audit procedures. Any applicants identified as failing to utilise funding in accordance with the application will be denied further funding from the Fund for the remainder of the annual period in which the matter is identified and the subsequent annual (12 month) period.

Individual Grants – Enhanced Grant Awards

- All individuals (as defined above) who hold one or more tickets for play in the RAF Sports Lottery ('the Lottery') may apply for enhanced maximum grant awards.
- In addition to the standard criteria noted below, enhanced grant awards are tiered according to the number of tickets held in play.
- Individuals holding tickets in play as noted below are eligible to apply for one of three enhanced seasonal awards based on holding a minimum of one (1), three (3) or five (5) tickets in play.
- Individuals holding tickets in play as noted below are eligible to apply for five levels of enhanced grants support towards events/expeditions based on holding between one (1) and five (5) tickets.
- Individuals wishing to receive enhanced grant funding must hold in play the number of tickets indicated on the application form (i.e. have received confirmation that their tickets are in play from the Lottery) at the date of the application submission.
- Individuals who successfully apply for enhanced grant funding must continuously hold in play the number of tickets indicated on the application form for a period of at least 26 week subsequent or prior to the date of the application submission.
- Having received enhanced grant funding, failure to continue to hold in play the number of tickets indicated on the application form for the minimum period (26 weeks) will result in the Fund requiring the return of the enhanced element of the grant award and the denial to the applicant for further funding support from the Fund for the remainder of the annual period in which the award occurred and the subsequent annual (12 month) period.

Individual Grants – Seasonal

- Maximum annual seasonal grants are tiered as detailed below according to the level at which each individual currently participates in the sporting activities relating to the application, at the time of the application.
- Where an individual transitions to a higher level of participation during the 12 month period the maximum level of potential grant awards will be pro-rated accordingly.
- Where an individual transitions to a lower level of participation during a 12 month period the maximum level of potential grant awards will be pro-rated accordingly, however there will be no requirement to repay any funding received during the period prior to the transition.
- Applications may be submitted throughout the annual period to support seasonal activities and equipment purchases, however all applications to support expenditure within each current annual period must be received by the Fund prior to 31 October. Applications received for current period annual funding received post 31 October will not be considered.



- Prospective applications may be submitted in the current period for the subsequent annual period. Such applications will be considered in line with the policy in force at the date of application and will not be subject by the Fund to onward review should policy updates occur in the subsequent annual period.
- Payment for prospective applications will not be made until the commencement of the appropriate subsequent annual period.

Individual Seasonal Grants - Maximum Annual Grant Awards

Level of Participation	Maximum Annual Funding	Enhanced Maximum Annual Funding	Enhanced Maximum Annual Funding	Enhanced Maximum Annual Funding
		1 Lottery ticket	3 Lottery tickets	5 Lottery tickets
	£	£	£	£
Development	250	300	400	500
RAF	500	550	625	750
County/Combined Services	750	800	875	1,000
National/International	1,000	1,100	1,250	1,500

Individual Grants – Events and Expeditions

- All applications to support individual participation on expeditions or other sporting events (with the exception of the RAF Ski and Snowboarding Championships, BLSA Championships and Tri-Service Expeditions – see below) must ensure that a minimum 20% personal contribution continues to be met by the applicant towards their total personal costs of participation. The 20% personal contribution requirement is calculated following the application of Fund and any other funding support.
- Applications to support individual participation in charity/fund-raising events will not be approved unless the fund-raising is considered incidental to the event.
- All applications to support individual participation on expeditions or events must be received at least 30 days prior to commencement of participation in the expedition/event.
- Retrospective bids for participation on expeditions and events will not be considered for funding.
- Payment for grants to support participation on expeditions or other sporting events will not be made more than one month prior to the participant’s commencement on the expedition or event.

Individuals - Maximum Annual Grant Awards for Events and Expeditions

Region	Maximum Grant Funding*	Enhanced Maximum Grant Funding*	Enhanced Maximum Grant Funding*	Enhanced Maximum Grant Funding*	Enhanced Maximum Grant Funding*	Enhanced Maximum Grant Funding*
		1 Lottery ticket	2 Lottery tickets	3 Lottery tickets	5 Lottery tickets	5 Lottery tickets
	£	£	£	£	£	£
Worldwide **	500	550	600	650	700	750
Europe + ***	300	350	375	450	475	500
Europe ****	200	250	275	300	325	350



*** Per individual per event**

**** Worldwide** - Russia, Baltic, West & Central USA, West & Central Canada, Caribbean, Central & South America, South Africa, Australasia and the 'Rest of the World'

**** Worldwide** - Russia, Baltic, West & Central USA, West & Central Canada, Caribbean, Central & South America, South Africa, Australasia and the 'Rest of the World'

***** Europe +** - Cyprus, Canary Islands, East USA, East Canada, Malta, Middle East, North Africa.

****** Europe** - UK, Western & Eastern Europe, Iceland, Scandinavia, Poland, Greece

Tri-Service Expeditions/AT

- All applications to support participation on Tri-Service Expeditions/AT must ensure that a minimum 30% personal contribution continues to be met by the applicant towards their total personal costs of participation. The 30% personal contribution requirement is calculated following the application of Lottery and any other funding support.
- All applications to support individual participation on Tri-Service expeditions must be received at least 30 days prior to commencement of participation in the expedition/event/course.
- Retrospective bids for participation on expeditions will not be considered for funding.
- Payment for grants to support participation on expeditions or other sporting events will not be made more than one month prior to the participant's commencement on the expedition.

Individuals - Maximum Annual Grant Awards for Tri-Service Expeditions/AT

Region		Maximum Grant Funding*
		£
Worldwide	Russia, Baltic, West & Central USA, West & Central Canada, Caribbean, Central & South America, South Africa, Australasia and the 'Rest of the World'	500
Europe +	Cyprus, Canary Islands, East USA, East Canada, Malta, Middle East, North Africa.	300
Europe ****	UK, Western & Eastern Europe, Iceland, Scandinavia, Poland, Greece	200

* Per individual per event



RAF Ski & Snowboarding and Bobsleigh Luge and Skeleton Championships

- The Fund supports participation of eligible individuals in the annual RAF Ski and Snowboarding and BLSA Championships through funding provision towards the cost of lift passes for the Ski and Snowboarding Championships and laus costs for the BLSA Championships.
- Maximum grant awards are tiered as noted below according to the number of tickets held in play by each eligible participant as at 30 November prior to participation in the relevant Championships.
- Individuals wishing to receive funding support must hold in play the number of tickets indicated on the Championships’ Admin Order at the date of their application to attend the Championships.
- Individuals who receive funding must continuously hold in play the number of tickets indicated on the Admin Order for a period of at least thirteen (13) weeks subsequent or prior to the date of the application for submission.
- Having received funding, failure to continue to hold in play the number of tickets indicated on the application form for the minimum period (thirteen weeks) will result in the Fund requiring the return of the grant award and the refusal of further funding support for the remainder of the annual period in which the award occurred and the subsequent annual (12 month) period.
- Applications for grant awards for the RAF Ski and Snowboarding Championship will be submitted retrospectively on behalf of all eligible participants by the RAF Winter Sports Association. Individual grant awards will be automatically applied as a discount to the individual’s cost of participation within the on-line application process.
- Applications for grant awards for the RAF Bobsleigh Championship will be submitted retrospectively on behalf of all eligible participants by the RAF Bobsleigh Luge and Skeleton Association.
- Separate applications from individuals, Units or Sports Club for expedition funding support towards the RAF Ski & Snowboarding or RAF BLSA Championships will not be considered.

RAF Ski & Snowboarding and Bobsleigh Luge & Skeleton Championships - Grant Award per Eligible Participant

Lottery ticket holding	Grant Award €
5	150
4	120
3	90
2	60
1	30



Units, Sections and Local Sports Club – General

The following general terms are applicable to all grants:

- Applications to support sporting events, overseas visits or training camps undertaken by RAF Sports Associations are not eligible for funding from the RAF Central Fund ('the Fund') under this policy. Applicants representing RAF Sports Associations should further obtain guidance with regards to how the Fund provides funding to the RAF Sports Associations under their 5 Year Plan framework from the RAF Sports Charity.
- Units, Sections and Local Sports Clubs are eligible to apply for grant funding to assist in the purchase of kit and equipment for and to support the personal contributions of eligible participants on overseas sporting visits, events, AT and other expeditions (with the exception of the RAF Ski and Snowboarding Championships and Tri-Service Expeditions – see the Fund's Individual Grant Policy 2016 for further guidance).
- For the purposes of the Fund the following are considered as eligible participants:
 - Individuals currently serving in the Royal Air Force;
 - Members of the Royal Air Force Reserve;
 - Members of the Royal Auxiliary Air Force who are in permanent service, full time service, called out for home defence service or working on the permanent staff of the Royal Air Force Reserve or Royal Auxiliary Air Force.
- The maximum grant award to support the purchase of kit and equipment is £5,000. Requests for funding in excess of this amount should be submitted to the Fund per the application guidance in AP3223, Leaflet 118.
- Maximum grant awards noted below are for all events/overseas visits/AT and expeditions for eligible participants and are regionally tiered.
- All applications for support for events/overseas visits/AT and expeditions must ensure that a minimum 20% personal contribution continues to be met by all eligible participants requesting funding towards their total personal costs of participation. The 20% personal contribution requirement is calculated following the application of Fund and any other funding support.
- Applications to support participation in charity/fund-raising events will not be approved unless the fund-raising is considered incidental to the event.
- Applications requesting Fund support towards travel, accommodation or other costs which should be met via Public support will not be approved.
- All applications for funding support must be received at least 30 days prior to commencement of the AT/expedition/overseas visit/event.

Applications for grant funding to support overseas visits are limited to the maximum participant numbers as noted for the relevant disciplines as defined in Annex A of JSP 660 Pt 2 - V1.0 Jul 15 (attached at Annex A).

- Applications for grant funding to support AT will not be considered unless the expedition has received approval from 22 Gp Training Support and holds a JSATFA reference.
- Applications for grant funding to support other expeditions will not be considered unless the application is accompanied by an approved Unit Admin Order.



- Payment for grants to support participation on expeditions or other sporting events will not be made more than one month prior to the participant's commencement on the expedition or event.
- The award of funding from the Fund does not infer Duty Status.
- It is the responsibility of the authorising officer to ensure that appropriate insurance is held for all activities undertaken.
- Fund grant awards are discretionary with all awards being considered on a case by case basis. The award of any grant is not to be taken as indicative of any entitlement to future funding
- All applications for funding must carry endorsement of the Unit at Sqn Ldr level or above.
- Incomplete applications will be considered as closed if supplementary information requested by the Fund has not been received by the date of the event/expedition for event funding or within 3 months of the date of notification to the applicant of the additional information requests for other applications. The application will be void and a new application for funding would be required if funding is subsequently required.
- Retrospective bids will not be considered for Central Fund funding.
- Grant awards can only be spent in accordance with the application. All unused grant monies must be returned to the Fund and cannot be utilised for alternative purchases, activities or participants without written consent from the Fund.
- All successful applications receiving funding support towards AT/overseas visits/expeditions or other events must submit confirmation of the attending participants and a brief summary of the event to the Fund within six weeks of completion of the activity. Failure to submit the nominal roll and report will result in all further funding to the Unit/Sports Club being denied until appropriate confirmation is received.
- Successful applications are subject to retrospective sample audit procedures. Any Units or Sports Clubs identified as submitting applications which are subsequently identified as failing to utilise funding in accordance with the application may be denied further funding from the Fund for a period of up to twelve(12) months.

Units, Sections and Local Sports Club – Enhanced Grant Awards

- Units and Sports Clubs may apply for enhanced funding to support any eligible participants (as defined above) wishing to participate on an overseas sporting visit, event, AT or expedition, who hold one or more tickets for play in the RAF Sports Lottery ('the Lottery').
- In addition to the standard criteria noted above, enhanced grant awards are tiered according to the number of tickets held in play by each eligible participant.
- Units and Clubs may apply for enhanced grant funding for each eligible participant holding tickets in play in the Lottery as noted below on the basis of the participant(s) holding between one (1) and five (5) tickets.
- It is not a requirement for all eligible participants to hold tickets in play in the Lottery, or for all eligible participants attending an event/expedition/overseas visit to hold the same number of tickets in play.
- Eligible participants wishing to receive enhanced grant funding noted in the Unit/Club application must hold in play the number of tickets indicated on the application form (i.e. have received confirmation that their tickets are in play from the Lottery) at the date of the event/expedition/overseas visit.



- Eligible participants who receive enhanced grant funding must continuously hold in play the number of tickets indicated on the application form for a period of at least 26 week subsequent or prior to the date of the event/expedition/overseas visit.
- Having received enhanced grant funding, failure to continue to hold in play the number of tickets indicated on the application form for the minimum period (26 weeks) will result in the Fund requiring the return of the enhanced element of the grant award from the Unit/Club and the refusal of further funding support for the remainder of the annual period in which the award occurred and the subsequent annual (12 month) period.

Maximum Annual Grant Awards (per eligible participant) for Overseas Visits/AT/Expeditions/Events

Region	Maximum Grant Funding*	Enhanced Maximum Grant Funding*	Enhanced Maximum Grant Funding*	Enhanced Maximum Grant Funding*	Enhanced Maximum Grant Funding*	Enhanced Maximum Grant Funding*
		1 Lottery Ticket	2 Lottery Tickets	3 Lottery Tickets	4 Lottery Tickets	5 Lottery Tickets
	£	£	£	£	£	£
Worldwide **	500	550	600	650	700	750
Europe + ***	300	350	375	450	475	500
Europe ****	200	250	275	300	325	350

* Per individual per event

** **Worldwide** - Russia, Baltic, West & Central USA, West & Central Canada, Caribbean, Central & South America, South Africa, Australasia and the 'Rest of the World'

*** **Europe +** - Cyprus, Canary Islands, East USA, East Canada, Malta, Middle East, North Africa.

**** **Europe** - UK, Western & Eastern Europe, Iceland, Scandinavia, Poland, Greece



Annex A – Extract JSP 660 Pt 2 (V1.0 Jul 15) Maximum Numbers for Overseas Visits by Services Sports Teams

Serial	Sport	Discipline	No
(a)	(b)	(c)	(d)
1	Angling Competitive	Coarse Game Sea (Boat/shore)	20 14 15
2.	Athletics	Track and Field Cross-Country Tug of War (per weight) Marathon/Road	36 14 14 10
3.	Association Football	Full side 5 a side	22 11
4.	Badminton		12
5.	Basketball		16
6.	Boxing		17
7.	Canoeing	Sprint and Marathon Slalom Surf Wild Water Racing Polo Freestyle	14 14 8 14 10 14
8.	Cricket		20
9.	Cycling	Road/Time Trials/Track Mountain Biking Downhill & Cross Country Cyclo Cross	10 10 10 10
10.	Equestrian	Show Jumping/Eventing	10
11.	Fencing	Foil Epee Sabre	7 7 7
12.	Gliding		10
13.	Golf		13
14.	Hang and Para Gliding		20
15.	Hockey		22
16.	Ice Hockey		22
17.	Judo		12
18.	Kitesurfing		16
19.	Lawn Tennis		10
20.	Martial Arts		8
21.	Microlight Flying		10
22.	Modern Pentathlon		6
23.	Motorsports	2 Wheel Road 2 Wheel Trial 2 Wheel Enduro/Motorcross 4 Wheel Car Racing (Sprint & Circuit) 4 Wheel Navigation Rally Karting	20 20 30 12 20 30 20



Annex A – Extract JSP 660 Pt 2 (V1.0 Jul 15) Maximum Numbers for Overseas Visits by Services Sports Teams

Serial	Sport	Discipline	No
(a)	(b)	(c)	(d)
24.	Mountaineering	Sports Climbing	10
		Indoor Climbing	14
25.	Netball		16
26.	Orienteering		10
27.	Polo		8
28.	Powerlifting		16
29.	Rowing	Combined 8s, 4s and Pairs	20
30.	Rugby League	Thirteens	28
		Nines	19
		Sevens	15
31.	Rugby Union	Fifteens	32
		Tens	20
		Sevens	15
32.	Sailing	Offshore	12
		Dinghy	12
		Windsurfing	12
33.	Shooting	Target Rifle	20
		Small Bore	20
		Clay Target	24
		Target Pistol	12
34.	Sports Parachuting		10
35.	Squash		8
36.	Surfing		18
37.	Swimming	Diving	6
		Swimming	19
		Water Polo	16
		Open Water	6
38.	Table Tennis		10
39.	Triathlon		15
40.	Volleyball		16
41.	Waterskiing/Wakeboarding		10
42.	Winter Sports	Alpine Skiing	12
		Snowboarding	12
		Bobsleigh	10
		Skeleton Bobsleigh	8
		Luge	8
		Biathlon/Nordic	8
Telemarking	6		

Notes:

1. Maximum numbers are for single gender teams
2. The maximum number for mixed gender or other combinations of representative teams (e.g. senior and veterans) will be subject to approval by the appropriate Services Sports Board in each case. It will normally be significantly less than twice that of a single gender team.
3. The maximum number for visits by smaller than standard teams, e.g. 5-a-side football will be proportional to the 'on the field' numbers of a full size team, i.e. 5-a-side football-maximum number is 11.
4. When circumstances merit, Service Sports Boards may authorise an increase of up to 33% of the above numbers for training camps.