

Defence Instructions and Notices (Not to be communicated to anyone outside HM Service without authority)	
Title:	Army Sport Control Board Charitable Fund (ASCB CF)
Audience:	All Army Personnel
Applies:	Immediately
Expires:	When rescinded or replaced
Replaces:	2013DIN10-031
Reference:	2017DIN10-050
Status:	Current
Released:	November 2017
Channel:	10 Sports and Social Events
Content:	ASCB CF information and procedure for applying for a grant
Sponsor:	Army Sport Control Board
Contact:	Lt Col (Retd) R T Ward, DCOS ASCB, Mackenzie Building, Fox Lines, Aldershot GU11 2LB; T: 94222 7303/01252 787303; E: rward@ascb.uk.com
Keywords:	Army Sport Control Board, Charitable Fund, Grants
Local Keywords:	None
Supplements: (Please click on the links to access >>>>)	None
Related Info:	www.armysportcontrolboard.org
Classification:	OFFICIAL

ARMY SPORT CONTROL BOARD CHARITABLE FUND

References:

- A. Annex E to AGAI Vol 1 Ch 5 – Sport.
- B. ACSO 3206 (Third Revise) dated Apr 16.

1. The purpose of this DIN is to set out the process for the application for a grant from the Army Sport Control Board Charitable Fund (ASCB CF).

INTRODUCTION

2. The Army Sport Control Board Charitable Fund (ASCB CF) is a registered charity (No 1123854) and is a Company Limited by guarantee. ASCB CF was registered with Companies House on 22 October 2009 (Company No 6569008) and the transfer from the ASCB Trust Fund was completed on 30 October 2009. ASCB's solicitors are Wilsons of Salisbury who also fill the role of Company Secretary.

3. The majority of ASCB CF assets are invested in the Armed Forces Common Investment Fund which is managed by BlackRock Investment Management (UK) Ltd. Income for the ASCB CF is derived in the main from the Army Sports Lottery and dividends from Investments.

GOVERNING DOCUMENTS AND TRUSTEES

4. The governing documents including the Memorandum and Articles of Association of the ASCB CF are held by the CF's solicitors with a copy at HQ ASCB. The Trustees and the ASCB CF Secretariat are listed at Annex A.

OBJECTS

5. The objects of the ASCB CF are set out in Reference A and are:

- a. The promotion of the efficiency of the Armed Forces of the Crown, and in particular the British Army (including Auxiliary and Reserve Forces), by such charitable means as the Trustees shall think fit including but not limited to raising physical fitness, fostering esprit de corps and enhancing morale through participation in sports and adventurous training.
- b. The advancement of any charitable purpose benefitting serving and former serving personnel of the British Army (including Auxiliary and Reserve Forces), and the dependants of such persons.
- c. The support and encouragement of the Army Cadet Forces and Army contingents of the Combined Cadet Force by such charitable means as the Trustees think fit, including but not limited to the promotion of the physical fitness, development and training of its members.

These objects are met through grant making and fulfil the requirement of demonstrating 'Public Benefit' contained in the Charities Act 2011 by 'advancing amateur sport' and 'promoting the efficiency of the Armed Forces' through the development of the moral component of the Army. At their meeting in May 2017, the ASCB Trustees directed that DASCB's priorities for committing CF funds should be sport for serving personnel.

GRANTS POLICY

6. The ASCB CF grants policy is focused on 3 specific areas:

- a. Making an annual grant to the 45 Sports Associations and Unions to help offset their operating costs. These grants include the British Army (Germany) Sports Board and Formation Headquarters to help run sport in their respective Theatres, and Formations within the Army.
- b. Making grants to Sports Associations and Unions for specific items of sporting equipment for which there is no public funding or other grants available.
- c. Making capital grants to garrisons/units for sports facilities/infrastructure for which no public funding is available.

GRANT APPLICATIONS

7. Applications for grants are to be submitted as follows to the ASCB Grants Committee

(GC)¹.

a. **Annual Grant.** Annually in August, DCOS ASCB invites Army Sports Associations and Unions to submit bids for their operating costs, SEPF and Capital equipment costs for the forthcoming year. The purpose of the grants is to assist each Association and Union with their operating costs, provide sporting equipment deemed essential to their sport, and Capital equipment. Each bid is considered in the autumn and endorsed by the Trustees at their final meeting of each year and with the outcome promulgated shortly thereafter. This process also applies to Formation Headquarters with ASCB CF grants

b. **Equipment.** Applications for an equipment grant follow the procedure for Capital Grants as set out below.

c. **Capital Grants.** Capital Grants for sporting infrastructure may be applied for where public funding is not admissible or where public funding is admissible, however, there is no public funding available. The process for applying for Capital Grants is shown below:

i. **For Minor Grants Under £10K.** ASCB CF Trustees delegate powers to DASCBC, considered by the ASCB GC, to make minor grants up to a ceiling of £10K. Sports Associations and Unions, Units or individuals are eligible to apply for minor grants which are to be submitted to DCOS ASCB in writing using the Grants Applications format at Annex A to Reference B. Such grants may cover sports events, equipment or facilities for which there is no public funding or other appropriate non-public funds. Applicants are expected to provide a 50% contribution towards the total cost of the project. There are no formal timelines for applications and they should be submitted as soon as the need is identified. A recent example of a Minor Grant was funding to improve the playing surface at the Tidworth Polo Grounds.

ii. **For Major Grants Over £10K.** Sports Associations and Unions, Garrisons, and Stations are to submit written applications to DCOS ASCB for Major Grants using the Grants Applications format at Annex A to Reference B. Bids are to be received well in advance of Trustees meetings which are held in May, July and December. For grant applications over £50K, DASCBC will consult with other non-public military Trusts (i.e. Army Central Fund and Nuffield Trust) to identify whether or not composite funding may be required. Applicants requesting grants at this level will be required to appear at a Trustees meeting in order for Trustees to assess the written and verbal evidence before making a decision. Applicants are advised to seek early guidance from DASCBC on the Major Grants process. A recent example of a Major Grant was funding to help build the Army Athletics Association centre at Aldershot.

NOTIFICATION AND PAYMENT OF GRANTS

8. Following approval by Trustees DASCBC will issue a Grants Letter to all successful applicants confirming the amount awarded and the Terms & Conditions for the Grant. Payments will be made by BACS transfer to the nominated bank account.

OUT OF COMMITTEE BIDS

¹ ASCB GC is formed by DASCBC, COS ASCB, DCOS ASCB and Manager ASL.

9. The ASCB GC does not normally accept retrospective bids for ASCB CF grants. As the committee sits regularly each month out of committee bids are rare, but may be accepted when the risks (particularly Health & Safety) require urgent action.

USEFUL CONTACT NUMBERS

10. Applicants are encouraged to make early contact with SO2 Infra ASCB, whose details are at Annex B, in respect of major and minor grants in order to receive timely advice. A list of ASCB useful contacts who are engaged in managing the various types of ASCB grants is at Annex B.

REPORTING

11. In accordance with Charity Law, the ASCB CF Trustees submit an Annual Report to the Charity Commission; ASCB CF end of year is 31 March. The Report is approved by Trustees at their July meeting and is submitted to the Charity Commission by 31 December each year. This report will be disseminated to all Sports Associations and Unions in January each year.

ARMY SPORTS LOTTERY

12. In addition to ASCB CF grants, the Army Sports Lottery awards grants for a range of sporting activities e.g. overseas visits, winter sports, coaching courses and/or attendance at international competitions. Further details can be found at www.armysportslottery.com and in 2017DIN10-008 (or successor).

Annexes:

- A. ASCB CF Trustees and Secretariat.
- B. ASCB CF Useful Contacts.

ARMY SPORT CONTROL BOARD AND CHARITABLE FUND

MANAGING BOARD AND TRUSTEES

President	-	Comd HC
Chairman	-	GOC RC
Members	-	Assistant Chief of Staff Sp, Fd Army Asst Comd HC Hd ATrg Hd of Eng & Comms (Army) Hd D Infra (Army) Hd IDev Comd SM HC
Secretariat		Director Army Sport Control Board COS Army Sport Control Board DCOS Army Sport Control Board

1. The Trustees are advised by an independent Civilian Financial Advisor. The Board and the Trustees meet tri-annually normally in May, July and December.

2. The ASCB Board is assisted by the ASCB Steering Committee which meets tri -annually just before Board meetings and is formed by:

Chairman	-	Director Army Sport Control Board
Members	-	COS ASCB DCOS ASCB ACOS ASCB SMAA RAPTC SO1 Compliance, ATrg SO1 PD, ATrg SO1 Comms/Eng HQ RC SO2 Infra ASCB SO2 Plans DINFRA SO2 PD Ops Engt HQ RC Aspire rep

ARMY SPORT CONTROL BOARD CHARITABLE FUND – USEFUL CONTACTS

1. In the first instance readers should go to www.armysportcontrolboard.org.

2. ASCB CF Useful Contacts:

a. DCOS ASCB

Lt Col (Retd) R T Ward
Army Sport Control Board
Mackenzie Building
Fox Lines
ALDERSHOT
GU11 2LB
Telephone: Mil 94222 7303/ Civ 01252 787303
Email: rward@ascb.uk.com

b. SO2 Infra ASCB

Lt Col (Retd) S R Cannons
Army Sport Control Board
Mackenzie Building
Fox Lines
ALDERSHOT
GU11 2LB
Telephone: Mil 94222 7304/ Civ 01252 787304
Email: scannons@ascb.uk.com

c. Army Sports Lottery

Lee Dyson
Army Sport Control Board
Mackenzie Building
Fox Lines
ALDERSHOT
GU11 2LB
Telephone: Mil 94222 7064/ Civ 01252 787064
Email: ldyson@ascb.uk.com