

<b>Defence Instructions and Notices</b> (Not to be communicated to anyone outside HM Service without authority)	
<b>Title:</b>	Army Sports Lottery
<b>Audience:</b>	All Regular Army and Army Reserve Personnel
<b>Applies:</b>	1 Jan 17
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<b>Classification:</b>	OFFICIAL

## ARMY SPORTS LOTTERY

(Internet: [www.armysportslottery.com](http://www.armysportslottery.com)  
DII: <http://www.armysportslottery.com>)

### INTRODUCTION

1. The Army Sports Lottery (ASL) was established in Sep 93 to raise non-public funds for sport in addition to those available from other sources (see Annex A). ASL is registered with the Gambling Commission<sup>1</sup> and is administered by the Army Sport Control Board (ASCB). The Promoter is DCOS ASCB, who delegates day to day management to the Lottery Manager (LM), who is supported by an Assistant LM and two Admin Officers.

### AIM

2. The aims of ASL are to provide:
- a. The opportunity for members to win a lottery prize.
  - b. Funds to support:

<sup>1</sup> Licence Number: 000-004763-C-100334-001

- (1) Authorised Overseas Sports Visits.
- (2) Olympic, Paralympic, Commonwealth Games.
- (3) International Competitors.
- (4) AWSA Authorised Winter (Sports) Activity (WSA).
- (5) ASCB Charitable Fund (see 2013DIN10-031 or successor).
- (6) Other sporting activities/requirements.

## PROCEDURE

3. The ASL is a series of weekly lotteries. Tickets cost £0.75 each per week with a maximum of 5 tickets per person. Winners are determined by a random number selector system, which is independently witnessed. **The weekly top five** prize winners are notified by email with confirmation following in the post. All consolation prize winners are notified by post. Payment of prizes is made by BACS transfer or cheque on confirmation of winners contact details. Results are announced on local Service radio, published in Soldier Magazine and on the ASL website above.

## PRIZES

4. The weekly prize fund is £25,000 as follows:

First	£10,000
Second	£5000
Third	£4000
Fourth	£2000
Fifth	£1000
Consolation x 15	£200

The weekly prize fund is set in accordance with Gambling Commission regulations. A bi-annual Super Draw is conducted in July and December when the prize fund for that week is doubled. Prizes are regularly reviewed by the ASL Grants Committee.

5. In addition to the weekly cash prizes there is a monthly draw to win Army Sports Lottery merchandising equipment. The draws are for:

- a. New members.
- b. Members who increase their tickets.
- c. Members who hold 5 tickets.

## ELIGIBILITY

6. The following personnel are eligible to join ASL:

- a. **Regular Army.** All members of the Regular Army and their equivalents e.g. MPGS are eligible. Payment is deducted at source and is shown on monthly pay statements.
- b. **Army Reserve.** All members of the Army Reserve and their equivalents e.g. UOTC are eligible. FTRS applicants join as members of the Army Reserve rather than Regular Army. Payment is made in advance by annual cheque made payable to 'Army Sports Lottery' or through Worldpay (Credit or Debit Card payment) on the ASL website. The minimum period of membership is 12 months for which the cost per ticket/s is:

Ticket/s	Annual Cost (£)
1	39
2	78
3	117
4	156
5	195

- c. **Military Support Force (MSF)/Retired Officer/Other Rank.** MSF/Retired: Officer/Other Rank who are ex-Army whether working or retired are eligible. Payment is as for the Army Reserve.

## MEMBERSHIP

7. **Applications.** The Membership Application Form can be found on the ASL website. On completion, the application form is to be forwarded to the ASL office. All applicants must ensure they complete the application form accurately.
8. **Regular Army.**
- a. The Regimental Number must be exactly the same as that on the applicant's pay statement. **It is essential that if applicants have a dash number (24862345-1) they must put this on the application.** Failure to do so may result in applications being rejected by JPA. ASL accepts no responsibility for inaccurate applications.
- b. Members should check their pay statements to ensure payment is being made. This will ensure their membership is current and they are eligible to apply for a grant.
- c. Individuals are not a member of ASL until the first payment has been received. This can take 6-8 weeks after applying for membership; this includes existing members who increase, decrease or stop their tickets.
9. **All.** Members must ensure their personal details, especially their current unit address, are kept up to date. This will ensure prizes are received promptly. Every effort will be made to trace prize-winners. However, prizes not claimed after 12 months are void and will be paid into the ASCB Charitable Fund.

## GRANTS

10. Members may apply for grants in accordance with the Grant Rules at Annex A. Organisers are to submit one application for all participants in the event/activity. Applicants who receive a grant must have been a member, or commit to being a member, of the ASL for at least 3 years. This includes members of the Army Reserve and ex Regular soldiers who have joined the ASL as civilians.
11. **All individuals listed on a Grant Application Form must be a member of the ASL. Regular Army applicants must have made at least one payment from their salary before the event start date. Army Reserve/Retired members must have made annual payment before the event start date. Replacements must conform to the above.**
12. **Approval.** Grant applications will be considered by the ASL Grants Committee, comprising Director ASCB, COS, DCOS and LM, on a monthly basis. **Grant applications will be taken to a Grants Board no earlier than 2 months prior to the activity start date.** It is the responsibility of the applicant to contact the Lottery office (see paragraph 17) to find out if their application has been successful.
13. **Payment.** Payment will be made by BACS transfer or cheque to a Unit Central Bank or to an external supplier (e.g. Airline).
14. **Beneficiary Receipt.** All recipients of a grant must complete the Beneficiary Receipt form accompanying the grant and return it to ASL.

## POST ACTIVITY REPORT

15. A Post Activity Report, with nominal roll of all those who attended, is to be submitted to the ASL within 6 weeks of the end of the activity. The Post Activity Report template can be downloaded from the ASL website.

## WEBSITE

16. This instruction, any amendments, updates and other information, can be found at [www.armysportslottery.com](http://www.armysportslottery.com).

## CONTACT DETAILS

17. In the first instance, all ASL enquiries should be directed to the ASL office:
- a. **Lottery Manager.** Address: ASL, Fielder Block, Fox Lines, ALDERSHOT GU11 2LB; Email: [ldyson@ascb.uk.com](mailto:ldyson@ascb.uk.com); Tel: Aldershot Mil (94222) 7064 or 01252 787064.
  - b. **ASL Office.** Address: as above; Email: [lottery@ascb.uk.com](mailto:lottery@ascb.uk.com); Tel: Aldershot Mil (94222) 7065/7066 (fax) or 01252 787065/7066 (fax).

Annex:

- A. Grant Rules.

## GRANT RULES

### References:

- A. JSP 660.
- B. ACSO 3206.
- C. 2016DIN10-047 Berlin Infantry Bde Memorial Trust Fund (or 2017 successor).
- D. 2016DIN10-048 Army Overseas Sports Visit (or 2017 successor).
- E. 2016DIN07-123 Army European Winter Activity Instruction (or 2017 successor).
- F. 2015DIN07-120 Miscellaneous Physical Development Related Activity (or 2017 successor) .

### INTRODUCTION

1. ASL grants are not to be regarded as a replacement for public funds and other sources of non-public funds for sport. They are used to supplement such funds where appropriate and to provide grants for sporting events/activities that fall outside the scope of existing funds. The ASL Financial Year (FY) is Apr-Mar.

### EXISTING FUNDS

2. Existing sources of funding for Army sport include:
- a. **Public Funds.**
    - (1) CO's Public Fund.
    - (2) Cash in lieu of rations (CILOR) - WSA only.
    - (3) Sports Equipment Public Funding (SEPF).
    - (4) Initial grants for new and expanding units (through Fmn HQs).
    - (5) Standard Learning Credit (SLC) Education Grant. Enhanced Learning Credits are not eligible.
  - b. **Non Public Funds.**
    - (1) Welfare Funds (Army Central Fund, Nuffield Trust, Command/Formation).
    - (2) Army Sport Control Board Charitable Fund.
    - (3) Unit Funds.
    - (4) Berlin Infantry Brigade Memorial Trust Fund (BIBMTF).

(5) Sponsorship (including Team Army).

3. Details of Welfare Funds can be found in Reference B. BIBMTF bids are made in accordance with Reference C (or successor).

4. **Individual Contributions.** All grant applicants will be expected to make a personal contribution to the activity. Individual contributions will normally be one third of the cost.

## ELIGIBILITY

5. **Travel within UK/Germany.** ASL members are eligible to apply for a grant towards the cost of a **unit** sports visit within UK/Germany authorised by the CO. **The CO's authority must be enclosed with the application.** The visit must take place at least 100 miles from the unit barracks, must be competitive and comprise at least 2 matches, one of which must be against a civilian team. Individuals may apply for a grant towards the cost of entering a single event in their Home Theatre if authorised by the CO.

6. **Overseas Sports Visit.**

a. ASL members are eligible to apply for a grant towards the cost of an authorised overseas sport visit, which must be competitive and comply with the qualifying criteria in accordance with Ref A and D. Only Category 1 and 2 are eligible for funding and approval. Training Camps are also permitted – see paragraph 10.a. below.

b. Authority to undertake an overseas sports visit must be obtained in advance from ACOS ASCB or equivalent in accordance with Reference D (or successor).

c. Grants are awarded subject to the following limitations:

(1) Maximum number of participants per gender as specified in Reference A (Pt 2 Annex A to Chap 3) – see Appendix 1<sup>2</sup>.

(2) One grant upto a maximum of £500 per annum (Apr – Mar). Members who hold 5 tickets and have taken part in a representative overseas visit/training camp may apply for an additional grant per FY of up to £500 for a **unit** overseas visit. Therefore the maximum grant available for a member who holds 5 tickets is £1,000 as long as one grant is at representative level and the second grant is at unit level.

d. **Overseas sports visit grants will be allocated on a geographic zone system for which a minimum number of tickets will be required (see Appendix 2):**

Zone	Tickets Required
1	1
2	2
3	3
4	4

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<sup>2</sup> Organisers must note that JSP 660 Pt 2 Annex A to Chap 3 is the overarching authority and therefore the maximum numbers described at Appendix 1 may be subject to change annually.

e. All members who increase their lottery tickets within 6 months of claiming an overseas visit/training camp grant must retain their increased lottery tickets for a period of 12 months from the start of the activity. Members who already hold the required amount of tickets must retain their ticket holding for a period of 12 months from the start of the activity.

f. The ASCB have a number of approved travel partners that should be able to assist in planning and booking visits. Details can be found at [www.armysportcontrolboard.org/links](http://www.armysportcontrolboard.org/links).

## 7. **Olympic/Paralympic and Commonwealth Games Competitors Grant (OCG).**

a. An OCG may be awarded to help offset costs incurred by individuals not paid for by their National Governing Body (NGB). Food and sport supplements costs are not admissible. To be eligible, applicants must have been a member of ASL for at least 12 months and be in possession of a British Olympic Association/British Paralympic Association passport or equivalent.

b. Applications for an OCG are to be made **retrospectively** and must be endorsed by the relevant Association/Union Secretary. If the individual is already an established competitor, then applications may be considered in advance.

c. Those in receipt of an OCG may also apply for an overseas sport visit grant in the same year to take part in team based activity.

d. Applications must be made within 60 days of completion of the event/activity.

## 8. **International Competitors Grant (ICG).**

a. An ICG may be awarded to help offset costs incurred by individuals, including age group athletes, not paid for by their NGB, whether the competition is in UK or overseas. It is expected that ICG applicants will be registered as a known elite athlete on the ASCB Elite Athletes database or be added to it based on their NGB selection. Food and sport supplements costs are not admissible. To be eligible, proof of selection e.g. NGB selection letter, must be attached to the application. Only NGBs recognised in Reference A (Pt 1, Annex B to Chap 1) will be accepted. Where the NGB is not UK based, or is not listed in Reference A, then advice will be sought as required. If this evidence is not provided an ICG is not admissible.

b. **Notification of selection must be sent to the ASL (copied to the ACOS ASCB<sup>3</sup>) prior to the event taking place, in addition to endorsement to compete from the relevant Army Sport Secretary.** This must be done immediately on receipt of the NGB selection letter, failure to do this may result in any subsequent application being declined. The formal ICG application is to be made **retrospectively** after each competition up to a maximum of 3 per FY. Evidence of expenditure is required, and is to be attached to the application. Exceptionally, if a

<sup>3</sup> All ICG athletes must be on the ASCB Elite Athlete Database to be eligible for funding.

number of competitions are anticipated and the individual is already an established competitor, then applications may be considered in advance.

c. Applicants will be eligible for the relevant grant rate for the country they are competing in (providing they have the ticket requirement), and in addition a grant will be awarded on a pro rata basis according to the number of tickets held – see Appendix 2. **For example, a triathlete competing for England in an event in Australia requires 5 tickets to be eligible for the £500 country grant. The individual would then be eligible for a further £300 (£60 per ticket) ICG grant.**

d. Those in receipt of an ICG may also apply for an overseas sport visit grant in the same FY to take part in team based activity.

e. Applications must be made within 60 days of completion of the event/activity.

f. Service personnel participating in civilian sport at all levels, including national representation, have no duty status and do so at their own risk and in their own time. The MOD accepts no liability either for personal or third party accident. It is therefore essential that Service personnel involved in civilian sport take out the necessary insurance cover. At national level, athletes should make insurance arrangements with their appropriate NGB.

## 9. **Winter (Sports) Activity.**

a. ASL members are eligible to apply for a grant towards the cost of any authorised WSA held in Europe, including Scotland, be it competitive or training, subject to the following limitations:

(1) Maximum number of athletes regardless of gender as laid down in Appendix 1.

(2) One grant per member per FY.

b. Grant applications are made **retrospectively** and must be accompanied by:

(1) PXR.

(2) If not an Army authorised competition, a copy of the authority issued in accordance with Reference E (or successor).

c. Organisers are to ensure all participants are members of ASL prior to the start of the event.

d. Grants will be awarded on a pro rata basis according to the number of tickets held – see Appendix 2.

e. All members who increase their lottery tickets within 6 months of claiming a WSA grant must retain their increased lottery tickets for a period of 12 months from the WSA activity date.

f. **The final date for submitting a WSA grant application is 1 June annually.**



## 11. Other Activities/Requirements.

a. **Training Camp.** ASL members are eligible to apply for a grant towards the cost of an authorised overseas Army, Corps or Unit Training Camp (except for WSA). There is a limit of one Training Camp or overseas visit per year per sport per discipline as applicable. The Training Camp must be in preparation for a Corps level competition or above. Authority to undertake an overseas Training Camp must be obtained from ACOS ASCB or equivalent in accordance with Reference D (or successor).

### b. Coaches and Officials Courses.

- (1) ASL members with at least 3 years' service remaining are eligible to apply for one grant of 50% of their course tuition fees up to a maximum of £1,000 per annum. **All applications are to be made in advance and must be endorsed by the appropriate Association/Union Secretary.** Where applicable, a consolidated list of applicants is to be submitted. Members must have a minimum of 3 tickets to be eligible for a coaching/officiating grant.
- (2) Coaching/officiating courses delivered in units by external tutors must be approved and regulated by the relevant NGB.
- (3) For coaching/officiating courses delivered in-unit, a maximum of one coaching/officiating course per sport<sup>4</sup>, per unit, per year<sup>5</sup>.
- (4) Members attending external coaching/officiating courses are to apply on an individual basis.
- (5) ASCB Association/Union requirements are to be included in their annual grant bid.

c. **Director's Discretion.** Bids falling outside any of the above categories may be considered at the discretion of the Director ASCB (DASCB), as long as any grant awarded complies with Gambling Commission regulations.

## INELIGIBLE

12. The following activities are ineligible for a grant from ASL:

a. Adventurous Training.

b. Military training (except authorised WSA), expeditions (including sub-aqua), Nijmegen Marches, challenge pursuits etc whether or not supported by public funds. Reference F contains further details.

c. Any sport not listed at Appendix 1, except for bona fide sports at the discretion of DASCB.

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<sup>4</sup> Must be classified as Category 1-3 Sport in AGAI Vol 1 Ch 5.

<sup>5</sup> Apr – Mar.

- d. Routine administration or maintenance costs (e.g. insurance, berthing charges, affiliation fees, entry fees, etc). Where appropriate these are to be included in the Annual Grant bid from the ASCB Charitable Fund.
- e. Purchase of clothing, equipment (except for OCG/ICG), livestock or trophies.
- f. Non-competitive activities (other than authorised training camps).
- g. Participation in charity/fund-raising events, unless the fund-raising is secondary to the main event.
- h. Membership of or competing for civilian clubs.
- i. Any other bid not considered to be appropriate by DASCB.

## GRANTS – PER CAPITA

- 13. The level of grants per capita is at Appendix 2.

## GRANT APPLICATION FORM

14. The overseas sports visit application form, coaching/officiating form, WSA application form, OCG/ICG application form, and WSA PXR template are available on the ASL website: [www.armysportslottery.com](http://www.armysportslottery.com). Where access is not possible, the application forms and WSA PXR template are available from the ASL office on request to: [lottery@ascb.uk.com](mailto:lottery@ascb.uk.com). Please make it clear what type of application form is required.

15. For an overseas sports visit and coaching/officiating applications are to be submitted at least 6 weeks in advance. Applications made within 6 weeks will not be considered except in exceptional circumstances. **All applications must be accompanied by a copy of the ASCB event authority to travel or evidence of endorsement by the relevant Army Sports Secretary in the case of a coaching/officiating course.** No retrospective bids will be considered. ASL accepts no responsibility for lost or delayed applications. Applicants are advised to check their application has been received.

16. The initial application can be made electronically, although a hard copy with original signatures is required.

Appendices:

- 1. Maximum Number for Overseas Sport Visit.
- 2. Grants - Per Capita.

**MAXIMUM NUMBER<sup>6</sup> FOR OVERSEAS SPORT VISIT GRANT**

Serial (a)	Sport (b)	Discipline (c)	Number (d)	Remarks (e)
1.	Angling	Coarse Game Sea/Shore	20 14 15	
2.	Association Football	Full side 5 a side	22 11	
3.	Athletics	Track and Field Cross Country Tug of War Marathon/Road	36 14 14 10	
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.	Equestrian	Show Jumping/Eventing	10	
11.	Fencing	Foil Epee Sabre	7 7 7	
12.	Gliding		10	
13.	Golf		13	
14.	Hang & Paragliding		20	
15.	Hockey		22	
16.	Ice Hockey		22	
17.	Judo		12	
18.	Kitesurfing		16	
19.	Lawn Tennis		10	
20.	Martial Arts		8	
21.	Modern Pentathlon		6	
22.	Motor Sports	2 Wheel Road 2 Wheel Trial	10 20	

<sup>6</sup> In the event that JSP 660 is updated after the publication of this DIN, the JSP authority on the maximum number of authorised personnel who can participate takes precedent in all circumstances.

Serial (a)	Sport (b)	Discipline (c)	Number (d)	Remarks (e)
		2 Wheel Enduro/Motocross	30	
		4 Wheel Car Racing (Sprint & Circuit)	12	
		4 Wheel Navigation	20	
		Rally	30	
		Karting	20	
23.	Sport Climbing	Indoor Climbing and bouldering	15	
24.	Netball		16	
25.	Orienteering		10	
26.	Sport Parachuting		10	
27.	Polo		8	
28.	Powerlifting		16	
29.	Shooting	Target Rifle	20	
		Small Bore	20	
		Clay Target	24	
		Target Pistol	12	
30.	Rowing	Eight, Four, Pair	20	
31.	Rugby League	Thirteen	28	
		Nines	19	
		Sevens	15	
32.	Rugby Union	Fifteen	32	
		Tens	20	
		Sevens	15	
33.	Sailing	Off-shore	12	
		Dinghy	12	
		Windsurfing	12	
34.	Surfing		18	
35.	Kite Surfing		16	
36.	Squash		8	
37.	Swimming	Swimming	19	
		Diving	6	
		Water Polo	16	
		Open Water	6	
38.	Table Tennis		10	
39.	Triathlon		15	
40.	Volleyball		16	
41.	Water Skiing/ Wakeboarding		10	
42.	Winter Sports	Alpine Skiing	12	Per event – maximum one grant per person per FY. Gender rules apply – see Note 2.
		Bobsleigh	10	
		Cresta	10	
		Luge	8	
		Nordic/Biathlon	8	
		Skeleton Bobsleigh	8	
		Snowboard	12	
		Telemark	6	

Serial (a)	Sport (b)	Discipline (c)	Number (d)	Remarks (e)
43.	In-Unit Coaching/Officiating Course		Maximum allowed by the relevant NGB regulations	I.e. Boxing Level 1 Coaching Course max of 24 personnel.

Notes:

1. Figures include officials/coaches (Max - 2).
2. Where relevant per gender.
3. Mixed teams by negotiation.

**GRANTS – PER CAPITA PER FY**

**UK/GERMANY and OVERSEAS VISIT**

1.

<b>Zone</b>	<b>Region/s</b>	<b>Grant</b>	<b>Tickets</b>
1	In-Theatre UK/Germany	Up to £50	1
2	UK destinations involving a sea crossing (Including Channel Islands and Isle of Man)	Up to £100	2
3	Europe including Eire: Spain, Poland, Greece, Portugal etc	Up to £200	3
4	North Africa and Middle East: Cyprus, Tenerife, Dubai, Turkey etc	Up to £300	4
5	Rest of the World: USA, South Africa, Australia etc	Up to £500	5

**OCG**

2. Olympic, Paralympic and Commonwealth Games Up to £1,500

**ICG**

3. Appropriate overseas visit grant, plus ICG at pro rata rate of £60 per lottery ticket held up to a maximum of 5, i.e. 1 ticket: £60, 2 tickets: £120, 3 tickets: £180, 4 tickets: £240, 5 tickets: £300.

**WSA**

4. To: All cross border destinations £25 per ticket

**COACHES AND OFFICIALS COURSES**

5. A maximum of 50% of the course tuition fee up to £1,000 per annum. A minimum of 3 tickets must be held.