



BRITISHROWING

British Rowing Club Emergency Fund

Criteria

Updated 1 September 2020

Additions highlighted in yellow

TEAMWORK | OPEN TO ALL | COMMITMENT



The British Rowing Club Emergency Fund

British Rowing recognises that clubs are the backbone of our sport and will be critical to rowing's recovery following Covid-19. We also know that many clubs are facing significant financial and other challenges. We are therefore committed to supporting clubs through this challenging time.

As part of our ongoing club support activities, we continue to assist clubs to apply for funding available from Sport England, Government and other sources. We have also established a British Rowing Club Emergency Fund to provide additional financial support to clubs as they plan to reopen following closures.

The British Rowing Club Emergency Fund aims to deliver grant funding to those Affiliated Clubs that are most in need and whose future would be in jeopardy without support. A fund has been established and all British Rowing Affiliated Clubs are eligible to apply.

With a provisional timeline for the easing of restrictions now confirmed by the government, the full financial impact on clubs is becoming clearer. The fund therefore opened for applications from Monday 8th June 2020. Following an initial three month window for applications (closing on 8 September 2020), the deadline for applications has now been extended to 7 December 2020.

Sadly we are not be in a position to make good on lost revenue arising from cancelled memberships or as a result of competitions and other fundraising events that have been cancelled, but we will seek to support clubs, where practicable, with unavoidable and/ or fixed costs that they are not able to meet and that are not eligible for government financial support.

Fund criteria

Details of who can or cannot apply to the Club Emergency Fund, as well as what will or won't be funded, are provided below. Please only apply if you meet the criteria specified and have read the Club Emergency Fund terms and conditions. If you are not sure if you meet the criteria or have any questions, please contact our community support team at communitysupport@britishrowing.org.

Please note that we reserve the right to change these criteria if deemed appropriate and will communicate any changes on the British Rowing website.

Who can apply for funding?

Any community, school or university rowing club whose future would be in jeopardy without financial support to cover unavoidable and/ or fixed costs, providing that it:

- Was affiliated to British Rowing on 20 March 2020 (the date when Affiliated Clubs were advised to cease all club-based activity as a result of Government Covid-19 measures) and

had no fees or balances outstanding to British Rowing or their Regional Rowing Councils at that time.

- Is experiencing financial challenges as a direct impact of Covid-19.

Please note that, whilst all Affiliated Clubs are eligible to apply, priority will be given to clubs which are inclusive in the activities they deliver and communities they support.

Any club applying for this fund, must have already:

- Accessed any financial support available through the government.
- Considered the deferral/postponement of any non-essential capital expenditure or boat repairs and maintenance.
- Explored payment holidays on loans.
- Agreed alternative payment arrangements with landlords (where relevant) such as waiving rent for the period of the lockdown or spreading costs over a longer period.

What will be funded?

Eligible clubs can apply for grant funding support to cover unavoidable and/or fixed costs that they are not able to meet or defer, and that are not eligible for government financial support.

These can include:

- Utility costs.
- Insurances.
- Rent.
- Facility/ equipment hire.
- Loan costs/ payments.
- Emergency repairs resulting from closure that are not covered by insurance.
- Irrecoverable costs for club competitions and events (due to held post 20 March 2020) that were subsequently cancelled due to the coronavirus pandemic.

What will not be funded?

- Anything that can be covered by government financial support mechanisms.
- Anything for which the club has already received Sport England Community Emergency funding.
- Any payments that have been or could reasonably be deferred e.g. via payment holidays.
- New activities during or post the coronavirus pandemic.
- Capital works/ equipment purchases.
- Lost revenue (prospective losses) as a result of competitions and other fundraising events being cancelled.
- The costs of food and beverage that will go out of date while the club is closed.
- Costs incurred prior to 20 March 2020.
- Costs incurred post 8 September 2020.

How will financial need be assessed?

Clear financial need must be demonstrated showing that if support is not received, the continuation of rowing activity would be in jeopardy. Applicants will need to include the following on the application form:

- The financial impact of the emergency on the organisation.
- Steps the organisation has taken to reduce the financial impact, including a concise action plan including steps being taken by whom and when with intended impact.
- Any immediately available reserves and if/ how they will be used to address current financial need.
- The consequences of not receiving the funding.
- Supporting information such as invoices (or equivalent) for the costs being claimed.

How much can be applied for through the grant?

- Individual grant awards are expected to be below £5000 but, in exceptional circumstances, awards exceeding this sum may be considered.

Club Emergency Fund Application Process

If you wish to apply to the Club Emergency Fund, the next steps are as follows:

- Complete the grant application form, confirming that you have read and understand the grant terms and conditions and return to clubemergencyfund@britishrowing.org.
- Receipt of your application will be acknowledged by email.
- Grant applications will be assessed against the fund criteria on a fortnightly basis.
- Applicants will be notified by email whether or not they are successful. Where possible this will be within three working days of the assessment process being completed.
- Successful applicants will be asked to sign an acceptance form with terms and conditions attached. Unsuccessful applicants will be given an opportunity to discuss their application with a Community Support Manager and reapply if appropriate.
- Successful applicants return the acceptance form along with evidence of expenditure the grant is supporting quoting their grant award reference number.
- Where possible, grant payment will be made within 10 working days of the acceptance form and supporting evidence being returned.

Please note that British Rowing reserves the right to monitor adherence to the terms and conditions of any award. It also reserves the right to seek recovery of any grant where inaccurate information or misrepresentation may have occurred.

FAQs

Q How do I confirm if my club is eligible for funding support?

A Please review the criteria provided. If you are still uncertain as to whether you are eligible, please contact our community support team at communitysupport@britishrowing.org.

Q Can we apply if we have cash reserves?

A Yes. You will not be penalised for having cash reserves but should provide information on how much they are, what they are intended for and if/ how they are being used to address current financial need.

Q How do we know if we are eligible for other government funding sources?

A Please [visit this government website](#) to see if you can access funding from any other government schemes.

Q We do not have experience of completing application forms. What support is available?

A The process and application form aim to be simple and straightforward. The maximum length of any answer is 500 words and we encourage concise, bullet point responses. If you have any concerns or questions please contact our community support team at communitysupport@britishrowing.org.

Q Can I apply more than once for funding?

A No. Clubs are expected to only submit one application form. If the funding limit does not meet your financial need, please indicate this on your application form and detail any exceptional circumstances which need to be taken into account.

Q What information is available for clubs on promoting diversity and inclusion?

A British Rowing's Inclusive Club Guide, which was published in 2018, can be downloaded [here](#).

Q At the time of applying for Sport England's Community Emergency Fund we did not know the full financial impact of Covid-19 or how long we would be closed. Can we apply for 'top-up' funding for the same unavoidable and/ or fixed costs?

A Yes. Clubs that received Sport England Community Emergency Funds can apply for top-up funding to cover the same costs, providing these relate to a different time period and evidence of this can be provided.

Q What are the most common reasons for clubs being unsuccessful in their applications to the Club Emergency Fund?

A Several clubs have included ineligible costs in their applications to the Club Emergency Funds and/ or failed to provide the requisite supporting information. We recommend that

all clubs clearly review the criteria and terms and conditions before completing their applications and provide as much supporting information as possible eg invoices and relevant financial records. This will support quick and efficient decision making by the Club Emergency Fund Assessment Panel.

The FAQs will continue to be updated/ expanded throughout the application period.