

# **TRAVEL GRANT**

## **Prospectus 2025**

### **Purpose of the TRAVEL GRANT**

Jersey Sport are delighted to launch the redesigned Travel Grant for 2025, in partnership with the Government of Jersey (GoJ). The Travel Grant aims to support the development of Jersey athletes by providing local sport organisations with financial assistance towards the travel costs associated with higher level off-island competition or training than is currently available on-island.

We are pleased to share this redesign in order to impactfully distribute £300,000 in 2025 through a revised the most streamlined and efficient process for grant distribution, minimising the time and administrative burden on local sports workforce and internal Jersey Sport resources. The new process allows for greater impact to be demonstrated against Jersey Sport's 2023-26 strategic plan, GoJ's Inspiring an Active Jersey 2020-30 strategy and sport organisation's own needs and ambitions.

Successful applicants will receive one payment for the use of off-island sport travel during 2025. Autonomy and support will be given to sport organisations to make decisions on how their funding is best distributed to support off-island sport opportunities in relation to the newly widened fund criteria, the needs of their sport and alignment to their own strategic/development plans.

### **Eligibility for the TRAVEL GRANT**

To be eligible to apply for Jersey Sport funding opportunities, sport organisations must complete Jersey Sport's annual Safe and Sustainable Sport 'Health Check'. Health Checks will be evaluated using a traffic light system, with Green, Amber and Red status' determining an organisation's current sport governance levels.

New for 2025, the Health Check confirms minimum levels of recommended governance whilst also providing vital data and insight into the sport sector to benchmark progress and understand more about its future needs. Information will be used to improve the services and programmes offered to local sport organisations to support their growth and development. Jersey Sport enforce these minimum operating and governance standards through this framework by providing local sport organisations with the support, resources, and training opportunities to achieve these recommended levels of good practice. We do this to drive continual improvement in governance and management standards for all local sport organisations and ensure we are diligent in funding safe and sustainable sport organisations.

Eligible profit-making, not-for-profit and charitable sport organisations are able to make an application to the Travel Grant fund. Conditions of award will be placed on successful applications by Amber and Red organisations, with support provided by the Jersey Sport team to meet and exceed requirements. Sport organisations who are successful in their Travel Grant application are required to meet all conditions of award as well as attaining Green status before payment will be released.

Where a sport organisation is not affiliated to a National Governing Body recognised by Sport England, the risk profile of the organisation is increased and opportunities to compete in national and international competitions can be restricted. Therefore, non-affiliated sports (profit-making or not-for-profit) which are deemed to be high risk by Sport England, will be assessed against the CPSU standards for safeguarding children in sport, Safeguarding Code in Martial Arts and/or The Ann Craft Trust Safeguarding Adults in Sport Framework as appropriate, prior to any funding decision. This ensures that GoJ funds are supporting sport organisations with the highest standards of safeguarding and governance.

Full details about Jersey Sport's annual Safe and Sustainable Sport Health Check can be found on our website: [www.jerseysport.je/safe-sustainable-sport-health-check/](http://www.jerseysport.je/safe-sustainable-sport-health-check/).

## **Criteria for the TRAVEL GRANT**

Applications will be considered where the following criteria are met:

1. All funding must be used solely for the purposes of off-island sport travel.
2. Supported activities should be of a higher level of training or competition than is available on-island and travel should be deemed necessary to support the development of an athlete.
3. Athletes should be considered amateur athletes, who train or compete without remuneration from external sources, such as a professional contract.

Applications will be considered against a tiered award system that considers factors such as:

- Size of membership
- Size of travelling membership
- Necessity of travel
- Impact of travel

Due to the broad nature of this fund criteria, restricted funding available and expected overwhelming demand for support, it is important that applicants acknowledge that there should be no expectation or guarantee that all applications will be funded.

Applications are welcome from not-for-profit, charitable and profit-making Jersey-based sport organisations, including associations, clubs and groups.

Applications from individual sport organisations must receive endorsement from their local governing sport association, where it exists and is operating. If your sport association is unable to provide this endorsement or support, applicants will be required to state the reasons for this within their application.

## ***Application Process for the TRAVEL GRANT***

The Travel Grant will continue to open annually in January of each year. Sport organisations should apply for funding to support their off-island sport travel opportunities for the whole of 2025.

Successful applicants will receive one payment for the use of off-island sport travel during 2025. Autonomy and support will be given to sport organisations to make decisions on how their funding is best distributed to support off-island sport opportunities in relation to the fund criteria, the needs of their sport and alignment to their own development plan/strategic priorities.

### **Fund Schedule**

<b>29 NOV 2024</b>	Safe and Sustainable Sport Health Check open for applications
<b>6 JAN – 14 FEB</b>	Travel Grant open for applications
<b>3 – 25 FEB</b>	Assessment of Travel Grant applications
<b>28 FEB</b>	Communication of Travel Grant awards
<b>MARCH 2025</b>	Distribution of Travel Grant awards

### **Submitting an Application**

Sports should submit **one application only** per year. Applications must be submitted through Jersey Sport's online grants management system, Smart Simple. First-time applicants will need to register their sport organisation on the system before making an application to the Travel Grant.

#### ***If you're a first-time applicant:***

1. Create an account by logging in to the **MEMBERS AREA** on [www.jerseysport.je](http://www.jerseysport.je).
2. Select the '**APPLY FOR A GRANT**' icon to launch Jersey Sport's online grants management system, SmartSimple.
3. Under '*New to the System?*', select the grey '*Register*' button.
4. Select '*Not-for-Profit Sport Organisation*' or '*For-Profit Sport Business*'.
5. Complete the form and click '*Submit*'.

6. Log into your account and select the '*Health Check*' button on your home page to complete Jersey Sport's Safe and Sustainable Sport Health Check.
7. Add your sport organisation's details and click 'Submit for Approval'\*.
8. Return to your homepage and select '*Funding Opportunities*'.
9. Use the grey '*Apply Now*' button for the 'TRAVEL GRANT 2025'.
10. Complete the eligibility questionnaire and click '*Submit*'.
11. Use the grey '*Confirm*' button to verify your data.
12. Fill out the relevant details of the form in the 'APPLICATION FOR FUNDING' tab and use the '*Save Draft*' button to save your progress or the '*Submit*' button to complete your application.

#### ***For registered sport organisations:***

1. Log in to the **MEMBERS AREA** on [www.jerseysport.je](http://www.jerseysport.je).
2. Select the '**APPLY FOR A GRANT**' icon to launch Jersey Sport's online grants management system, SmartSimple.
3. Log into your account and select the '*Health Check*' button on your home page to complete Jersey Sport's Safe and Sustainable Sport Health Check.
4. Add and/or review your sport organisation's details and click 'Submit for Approval'\*.
5. Return to your homepage and select '*Funding Opportunities*'.
6. Use the grey '*Apply Now*' button for the 'TRAVEL GRANT 2025'.
7. Complete the eligibility questionnaire and click '*Submit*'.
8. Use the grey '*Confirm*' button to verify your data.
9. Fill out the relevant details of the form in the 'APPLICATION FOR FUNDING' tab and use the '*Save Draft*' button to save your progress or the '*Submit*' button to complete your application.

#### **Reporting**

As a condition of award for all successful applicants, sports will be required to report on the impact of the fund's investment towards the development of their athletes and sport.

A formal annual report must be submitted through Smart Simple at the end of the calendar year. Sport organisations must satisfactorily meet reporting requirements to access future funding opportunities with Jersey Sport.

## ***Application Support for the TRAVEL GRANT***

### **Drop-In Sessions**

Jersey Sport will be hosting a series of drop-in support sessions for sport organisations to understand more about our funding opportunities and ask specific questions about the application process, eligibility, awarding and reporting requirements. There is no requirement book in advance to attend any of the scheduled sessions – just turn up! Details of the drop-in sessions can be found on our website: [Grants • Jersey Sport](#).

### **Support from the Jersey Sport Team**

The Jersey Sport Team are here to support. If you would like to arrange an informal meeting with a member of the Jersey Sport Team, please contact [sport@jerseysport.je](mailto:sport@jerseysport.je).

## ***Processes for the TRAVEL GRANT***

### **Assessment and Award**

All eligible applications will be assessed against a set framework to measure the impact against the fund's criteria and aims. Applicants will be notified of the outcome of their application via email through our online grants management system, SmartSimple.

Successful applicants can view their approval information, and any conditions placed on their award through the 'AWARD' section of their online application. Payments will be made within two weeks of an approved award.

Unsuccessful applicants will receive an outcome notification via email. This will provide detail around the decision to decline the application. Sport organisations can access feedback from their application through the 'AWARD' section of their online application, and support is available through the Jersey Sport Team should

any applicants wish to discuss the outcome further. Please contact [grants@jerseysport.je](mailto:grants@jerseysport.je).

### Grant Assurance

By accepting an award from the Travel Grant, you are confirming;

1. All travel meets the requirements set out in this Travel Grant Prospectus and Jersey Sport Grants Terms & Conditions. Submission of an application is considered acceptance of this.
2. The grant is provided on a restricted basis and must be used exclusively for the purpose of subsidising or funding eligible off-island travel costs.
3. Any Travel Grant funding will not be used to double-fund trips or displace other funding. (*Note: this does not prevent athletes or organisations seeking other sources of funding to help cover the remaining costs associated with travel*).