

**TSP - RETURN TO SPORT FUND 2023
GUIDANCE NOTES**

- Please have the following information with you before you commence to completion of the online application form as this form cannot be saved as you and must be completed in its entirety.
- Please ensure you hit submit when all relevant questions, have been completed.
- If you need to re-do a question, please click the back button at the bottom of the page.

| Section 1 - Club/Organisation Profile | |
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| Question Number | Club Organisation Profile |
| 1-10 | Please provide details of your Club/Organisation Profile e.g. Club Name, Club Address, Eircode, Name of the Chairperson, Secretary, Treasurer, Club Email Address, Applicant Details. Is sport the primary focus of your club? |
| 11-16 | <ul style="list-style-type: none"> • Please Provide Bank Account Details, • Indicated your club's income for 2022 to date • Indicate your club's expenditure for 2022 to date • As of April 2023, what is your club's bank balance • Please provide Tax Reference/Charity Number and Insurance Details |
| Section 2 – About Your Club | |
| Club Information | |
| 17-19 | Is your club registered with a National Governing Body of Sport? Please provide details |
| 20 | How many club members, in total |
| 21-22 | Breakdown of Club Membership under 18 and over 18 e.g. males, females and people with a disability |
| 23 | What is the Primary Sport your Club is involved in? Please describe the purpose of your club/organisation and specify the sports/physical activities |
| 24-25 | Does your Club have a constitution or memorandum, or articles of association |
| 26 | What was the date of your last AGM |
| 27-28 | Is your club registered with the Local Authority Public Participation Network? if yes please give membership number |
| Safeguarding Compliance | |
| 29 | Has your Club engaged in Safeguarding Training? Please provide the name of who attended, who provided the training and the approximate date |
| 30 | Does your club have <ul style="list-style-type: none"> • safeguarding statement in place? • have a safeguarding risk assessment? • have a Child Protection Officer in place? • have a Designated Liaison Person? • ensure Garda Vetting guidelines are met? |
| Inclusion | |
| 31 | Does your club offer opportunities for participation for people with disabilities |
| 32 | Has your club signed the Cara Sport Inclusion Disability Charter? For more information see: www.caracentre.ie/sport-inclusion-disability-charter |

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| 33 | Would your club/organisation be interested in attending workshops/programmes to support the inclusion of People with Disabilities |
| 34 | Does your club have a Social Inclusion Policy? |

| Section 3 Return to Sport | |
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| 35-46 | <p>How much is your club applying for under the following headings?</p> <ul style="list-style-type: none"> • Related Costs for Hygiene Consumables • Related Infrastructure Costs • Related venue/equipment cleaning costs • Increased venue hire costs to comply with social distancing • Related Volunteer Training Costs • Additional Registration/ Event Management Costs (E.g. admin or IT costs) • Sports Equipment • Other - Provide Description • Total Funding Sought from TSP under this section? • Has your club applied to any other organisation for funding towards this initiative? If yes please give details |