



CLUB SUSTAINABILITY FUND

Revenue

Application Form Questions



APPLICATIONS WILL ONLY BE CONSIDERED IF SUBMITTED BY ONLINE FORM - LINKED HERE

1. APPLICANT DETAILS

1.1 The Club / Applicant

Name of Rugby Club

Number of years organisation
has been in existence

Contact Name

Position within Organisation

Address for correspondence

Postcode

Tel Number (Work)

Tel Number (Mobile)

Tel Number (Home)

Email address

Web Address

1.2 What is the status of your organisation?

- Local voluntary or community sports club
- Company limited by guarantee
- Company limited by shares
- Community Amateur Sports Club
- Charity (Please provide Scottish Charity Number:)
- Other (Please specify:)

1.2 Advice Notes

Please attach a copy of your governing documents / constitution.

1.3 Current & Proposed membership numbers

	Male	Female	Total
Playing members under 18			
Playing members over 18			
Non-playing members			
Total			

1.3 Advice Notes

Player numbers should be consistent with the data in SCRUMS

Year 1 Proposed

	Male	Female	Total
Playing members under 18			
Playing members over 18			
Non-playing members			
Total			

Year 2 Proposed

	Male	Female	Total
Playing members under 18			
Playing members over 18			
Non-playing members			
Total			

2. PROJECT DETAILS & IMPACT

2.1 Please provide a description of the project.

2.1 Advice Notes

Please provide a description of the project including title; what the project aims to achieve; how this will be achieved and annual targets for increased sponsorship / membership resulting in increased revenue.

2.2 How will the project be financially sustainable once Scottish Rugby funding has ended?

2.2 Advice Notes

Please outline how the project will be funded once the Scottish Rugby funding has ended, giving details of any confirmed contributors and increased revenues upon which it will depend. Please include your plan outlining how these forecast revenues will be generated.

2.3 Please detail your current commitments to developing rugby in your local community.

3. FINANCE

3.1 Is your organisation registered for VAT?

Yes

No

If yes, please provide your VAT registration number

3.1 Advice Notes

Before applying we strongly recommend that you seek the advice of HMRC to determine the extent (if any) of VAT recovery.

3.2 Cost Breakdown

Please summarise the annual costs below in as much detail as you consider appropriate.

Category	Cost (£)	% of total cost
Staff		
Equipment		
Consumables e.g. stationery		
Other project elements		
Total project cost		
Professional fees and expenses		
Contingency		
VAT		
Total project cost		

3.2 Advice Notes

Remember to include VAT charges if you cannot recover or avoid them. Please also attach a full breakdown of the project costs.

3.3 How much funding (£) are you applying for from the Club Sustainability Fund – Revenue strand?

3.6 Financial Position

- (a) Fixed Assets (£)
- (b) Current Assets (£)
- (c) Current Liabilities (£)
- (d) Net current assets / (liabilities) (b-c) (£)
- (e) Long term liabilities (£)
- (f) Net assets (a+d-e) total (£)

3.6 Advice Notes

Please provide figures relating to your organisation's financial position as shown in its most recent balance sheet.
Please provide a copy of your latest and previous two years Annual Accounts and a copy of a current bank statement(s).

3.7 Operating income & expenditure

	Income (£)	Expenditure (£)	Net (£)
2 years ago			
Last year			
Current Position			
Year 1			
Year 2			
Year 3			

3.7 Advice Notes

Please indicate the last two years and current income and expenditure position (where appropriate) as shown in your annual accounts, and summarise your forecasts for the first three years following implementation of this project.
Please include loan repayments and interest but exclude all capital costs and funding.

3.8 What assumptions have been made in preparing your forecast?

4. CLUB MANAGEMENT & STAFFING STRUCTURE

Please provide details of who will be accountable for this project/post including any management responsibility.

4. Advice Notes

Please include details of where this project/post will sit in your club's organisational and governance structures.

5. DOCUMENTATION

Please confirm that you are enclosing the following documents, where relevant, in support of this application.

Governing Documents

List of names and full contact details of office bearers

Latest and previous two years' annual accounts

Current bank statement(s)

Safeguarding Policy

By ticking this box you are agreeing to all of the terms and conditions outlined and this will be accepted as a formal signature on behalf of the club.

I confirm the following:

- Any personal data provided as part of this application will be used only for the purposes of processing the application. Scottish Rugby's privacy policy can be found at: <https://www.scottishrugby.org/privacy-policy>
- My club committee has asked me to fill out this application form on their behalf and the President is aware of this application.
- The information provided in this application is, to the best of my knowledge, truthful and accurate (and I acknowledge that any misleading statements given at any time will render this application invalid).
- I undertake to inform Scottish Rugby fully and immediately if any changes in circumstances require me to amend the application or the supporting material.

Supporting documentation should be sent to: rugbydevelopmentadmin@sru.org.uk

Please note that applications will only be considered if submitted via the online form [linked here](#).

SCOTTISH RUGBY

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