



Grants Policy (terms and conditions)

When available, Court Craft (CC) will help to offer grants, with the aim of supporting learners. The availability of grants will come from Court Craft's work with key partners, who may have additional resource and support. For example, LTA, County Associations, Active Partnerships etc.

Court Craft will follow and help implement grant requirements linked to the above key partners.

Court Craft will set these terms and conditions, where grants are being managed by Court Craft.

- **Use of funds:** The grant must be used solely for the approved project and specific purposes to the named person. Any changes require prior approval from Court Craft / funder
- **Transferability:** You cannot transfer the grant or your rights under the agreement to another party.
- **Process:** If linked to an LTA Qualification, funding will be reimbursed on completion (and tutor sign off) of core work in LTA Learn and submission of relevant reporting / evidence. Core work must be completed within the late marking deadline set by Court Craft. If work is not completed within this time frame, funding will be reallocated. You must provide proof of booking (course receipt / acknowledgement) and other supporting documents when requested.
- **Process:** If linked to LTA Qualification course, funding will be allocated (and held) to the named person, for no longer than 8 weeks. This is so relevant prerequisites can be completed. If the named person needs more time, it should be put into writing and sent to info@court-craft.co.uk. If pre req's have not been completed, or additional time approved after 12 weeks, the funding will be reallocated.
- **Process:** If linked to non-qualification (e.g. mentoring / course support), funding will be reimbursed following the information requested
- **Reporting:** To receive the grant, you must submit report (s) as required and meet the funder's guidance on how to use the funds and acknowledge their support.
- **Expenditure:** The amount of the grant is fixed and will not be increased
- **Publicity:** You must follow the funder's guidance on helping to publicise the award and correctly use their logo

Please e sign / type and date into the below space, confirming you have read the above terms and conditions. Please send back to info@court-craft.co.uk

Full name:

Signed:

Date: