



BNJCA Policy and Procedures

BNJCA Grants Policy

1. Introduction

In line with the objects of the BNJCA as outlined in the Constitution, this Grants Policy is designed to provide an avenue of assistance to affiliated clubs to maintain and provide facilities for youths to play the game of cricket. This policy is based on the principle that the Association acts in the best interests of all clubs collectively.

2. Prior Notice

This Grants Policy recognises the importance of developing or maintaining facilities to an acceptable standard for junior cricket by clubs affiliated to the BNJCA. In an effort to reduce misunderstanding in the Grants process, and to assist with Budget forecasting, clubs should lodge grant applications before work has been undertaken. The Management Committee, or an appointed sub-committee, will be within its rights to reject any funding application made under the Grants Policy where prior notice has not been given.

3. Maximum Grant Payments

The total grants made by the BNJCA in any season shall not exceed 25% of the BNJCA's total cash reserves as shown in the financial statements at the previous 30 June.

4. Types of Grants

- 4.1 **Pitch Repair**: Affiliated BNJCA clubs can apply to the Grants Committee for reimbursement of up to 33% of total costs for the repair of a pitch located on a school ground (subject to 4.4) or 50% of total costs for the repair of a pitch located on a council ground, which is required for use in the BNJCA competition. Any application should include appropriate supporting documentation.
- 4.2 **New Pitches**: Affiliated BNJCA clubs can apply to the Grants Committee for reimbursement of up to 33% of total costs for the development of a new concrete or synthetic pitch, which is required for use in the BNJCA competition. (subject to 4.4). Assistance is not available for turf wickets. Any application should include appropriate documentation.
- 4.3 **Ground Repair and Maintenance**: Affiliated BNJCA clubs can apply to the Grants Committee for reimbursement of the costs of one-off ground repair and maintenance of up to 33% of total costs, or a maximum \$1,000 in any financial year (July-June). 'One-off' incidents are those which have been caused by incidents such as vandalism, flooding etc. (Subject to 4.4). Any application should include appropriate documentation. Affiliated clubs will be required to satisfy the Grants Committee in regard to the following criteria:
 - a) the work is essential to ensure the ground is at an acceptable standard for BNJCA-organised games during the junior cricket season
 - b) 'ground repair and maintenance' does not include mowing of grass, ground marking or any other 'regular' activity required to prepare the ground for junior cricket.
- 4.4 **Non-Government schools**: Where the grant relates to a facility at a Non-Government school and the use of the facility by BNJCA is restricted to half a



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season each year, the maximum grant is reduced to 50% of that payable in 4.1, 4.2, and 4.3 above.

5. Consideration of Grants

- 5.1 The Grants Committee shall convene as necessary to consider grant applications and to conduct other business as it sees fit.
- 5.2 The Grants Committee can accept submissions from clubs not involved in the application (third party clubs) about any application. In making a submission to the Grants Committee, the third party club must simultaneously provide a copy of its submission to the applicant.
- 5.3 The Grants Committee can recommend approval of a grant application based on the sole basis of financial hardship. However, in so doing, the Committee must consider the affiliate's long-term financial viability. If in the opinion of the Committee, there is a question over such viability, the grant application must be rejected.
- 5.4 The Grants Committee, once it has formed a recommendation on any application, must inform the Management Committee of the BNJCA of that decision, and the reasons for that decision within 7 days.

6. Payment of Grants

In its own right, the Grants Committee is not empowered to approve grants. It shall make recommendations to the BNJCA Management Committee which shall make the final decision about all grant applications. The BNJCA Management Committee may approve an amount less than that recommended by the Grants Committee.

7. Applicant Notification

The Secretary must inform the grant applicant in writing of the outcome of their grant application within 14 days of the Management Committee's decision. Such notification must include reasons for the Management Committee's decision if an application is rejected or if a lesser amount than allowed for in 4.1 – 4.4 above is approved.

8. Delegate Notification

Once a Management Committee decision about a grant application has been conveyed to an individual club, the Management Committee must advise affiliated clubs of the decision at the next regularly scheduled delegates meeting.

9. Definitions

In this policy:

"New Pitches" means the construction and/or installation of, or significant structural maintenance works on, cricket pitches manufactured from concrete and/or synthetic materials.