

DORSET LTA LOANS SCHEME

These notes describe how tennis clubs and other places to play in Dorset, referred to collectively in these notes as clubs, can access the Loan Scheme. **Closing dates for applications will be on 1st February and 1st September each year.**

How to Apply

- Either download a Microsoft Word version of the Application Form from the Resources section of the Dorset LTA website (www.lta.org.uk/in-your-area/Dorset/) or print a pdf version and complete by hand.
- Complete the form as requested. The form is designed so that clubs can clearly articulate what they are asking for, and the Committee can readily understand and review the proposal.
- After completion, either e-mail the form to info@dorsetlta.co.uk or post to the County Office for the attention of the County Support Officer.
- Each application will be considered and assessed by the DLT Development Committee. A decision on whether or not to support the application will be made by this Committee who will communicate the decision to the applicant club and, where successful, ensure that all of the administrative arrangements and conditions are understood.

What will we fund?

- ✓ Facilities and programme projects which are consistent with increasing participation.
- ✓ Loans will not be awarded where the Development Committee considers the proposal is for a project which could be reasonably resourced and funded by the club.

How much will we fund?

- ✓ Applications will be accepted for loan requests between £1000 and £10000.
- ✓ Any loan awarded will need to be matched on a pound for pound basis by the club.

Conditions

- ✓ The club making the application must be registered as a Place to Play with the Dorset LTA.
- ✓ The club making the application must hold Tennismark status or, if not, must achieve accreditation within a timescale agreed with the Development Committee.
- ✓ The Head Coach must be licensed and there must be a commitment that any other coaches will become licensed within one year.
- ✓ At least 75% of club members must be British Tennis Members.
- ✓ The club should either own the freehold of their grounds or have a lease for a minimum of ten years. Proof of either will be required.
- ✓ The loan will be unsecured and, until further notice, will be interest free.
- ✓ The club will be required to set up a standing order for repayments. These will be made quarterly commencing three months after the completion of the project.
- ✓ The repayment period will be negotiated, but will not normally exceed five years.
- ✓ The club will be required to establish a sinking fund, if requested, specific to the project.

- ✓ Loans will only be paid into a registered Place to Play bank account.
- ✓ The club will be asked to submit their two most recent sets of audited accounts, the most recent of which should not be more than one year old, and which should demonstrate that the club cannot reasonably fund the project internally.
- ✓ If successful, payments will be made in stages as follows:
 - first payment at start of project (25%)
 - second payment upon confirmation that standing order is in place (50%)
 - third and final payment upon completion of project and receipt of project completion certificate and relevant invoices.
- ✓ The club will be required to discuss and agree measurable and relevant targets with the Development Committee to be delivered within agreed timescales.
- ✓ No application will be considered before the expiration of a period of 18 months following payment of the final instalment of any previous loan or grant from the Dorset LTA.