

## Grant scheme for DTU Sport

Updated February 2021

The following subsidy options are aimed at clubs under the auspices of DTU Sport.

**DTU Sport has an annual pool of max. DKK 250,000 from which the clubs can apply for grants. The clubs can apply for an amount of maximum DKK 25,000 in the period 1st January to 1<sup>st</sup> October.**

The clubs' grant applications are assessed individually by DTU Sports' business committee, which assesses whether the expense is eligible, based on several factors, including the club's finances. The focus is that the clubs' operations must be able to run without subsidies.

The Club must provide a motivated application with relevant documentation for the amount applied for. A clear purpose, goal and budget overview must be defined in the application.

- a. Subsidies are provided for club clothes with 50% of the expense, however, a maximum of DKK 500 per member on the condition that both DTU's logo and DTU Sports' name are also printed on, for example, the sleeve or chest. Numbering is inclusive, while no subsidy is given for the printing of your own personal club logo or the like. The clothes can be player clothes or promotional clothing.

### Requirements which must be met to apply for grants

- a. Approved club under the auspices of DTU Sport
- b. Conditions in "standard articles of associations" for clubs under the auspices of DTU Sport must be met, including the submission of accounts, budget, minutes from annual general meeting and list of members
- c. The sports club must have an association bank account.
- d. A reasoned application must be submitted including documentation for the amount applied for, e.g. an offer. A clear purpose, goal and budget must be defined in the application.
- e. The accounts has to contain a special section on grant size, description of expenses and amount size, so that DTU Sport can see what the funds has been used for. DTU sport may at any time require accounting documentation in the form of an invoice. If the profit is greater than 80%, the amount must be repaid to the subsidy pool, which must be done at the written request from DTU Sport with calculation and account number. The grant must be used for the purpose for which the grant has been applied for and in the current year.

### How grants are awarded

- a. Application to sport@dtu.dk in the period 1 January to 1 October. Each club has the opportunity to apply twice a year. The processing time is approx. Two months.
- b. Grants are decided and determined in DTU Sports' executive committee consisting of the secretary, the sports supervisor, the chairman and the rector appointed by the board. If the application is rejected due to deficiencies, the club will only be able to apply again the following year.
- c. Final information on the allocation of grants is sent to the Board and the Board of Representatives approx. December 1st. The Executive Committee reports on all applications for grants - both awarded and rejected.

**Payment of grants**

- a. Grants are paid to the club's association account once the executive committee has approved the application and the grant has been approved.

The application and relevant documentation must be sent in a single email to [sport@dtu.dk](mailto:sport@dtu.dk)