



The Football Stadia Improvement Fund

Step 7 Leagues

Friday, June 1, 2018



1. FSIF Background.

The Football Stadia Improvement Fund (FSIF) provides grants to football clubs in the Football League and the National League System, down to Step 7, to improve their stadium facilities for players, officials and spectators.

Funded by the Premier League with an allocation of £6.5m per year.

This funding from the top of the game ensures that much-needed ground improvement projects throughout the football pyramid can be undertaken, helping create safe and sustainable facilities for clubs and their fans.



2. How much can I apply for?

- Grant requests can be made of up to 70% of the eligible total project cost.
- Clubs playing at Step 7 can apply for grants up to £20,000 unless those works are for changing rooms/pavilions in which case the maximum is £50,000.
- Clubs can apply for the maximum figure within any five year period. This can be through multiple applications.
- Total project cost can include professional and statutory fees, a reasonable contingency allowance if appropriate, and VAT.

3. Partnership funding

Step 7 clubs can provide their partnership funding through a variety of means. Typical solutions include:

- Club reserves
- Director loans
- Crowdfunding
- Other charitable grants (use websites such as [Funding Central](#))
- Local Authority (capital funding or Section 106)
- FA National Sports Centre Trust

There are 43 [County Sports Partnerships](#) nationally, and many have an officer dedicated to Funding and Clubs which would be worth contacting to explore any avenues of funding.



4. Application process

Applications are made online at www.fsif.co.uk

There are no windows for applications to be made, applications can be made at any point throughout the year. Upon receipt of all the required information, applications will then be assessed by the Regional FSIF Technical Project Managers and Grant Managers and presented for a decision.

The majority of grant applications at Step 7 will be for £20,000 or less. Decisions on these are made by Delegated Authority.

Applications for grants above £20,000 are determined by the independent members of the Safety Improvement Panel (SIP). These are held quarterly.



5. What type of work?

- Works essential to achieving or maintaining the Ground Grading criteria / membership conditions of the Club's current league. If you are promoted, you are eligible to apply for grant aid to meet the membership conditions of the new league, but only when your promotion has been confirmed by that league.
- Eligibility criteria are detailed on the FSIF website at: <http://www.fsif.co.uk/funding/national-league-system/>
- Ineligible works at Step 7 include:
 - director's areas
 - land/site purchase
 - routine maintenance
 - 3G pitches
 - floodlights

6. Pre-application advice

The FSIF (and Football Foundation) work to three geographical regions – East, South and West – with each having a dedicated team of staff that work on behalf of both organisations.

The main point of contact for FSIF is the regional Technical Project Manager. Each TPM is responsible for a number of counties. Their contact details can be found on the [FSIF website](#) or by calling the Football Foundation Head Office. Where a Step 7 League covers a large geographic area, clubs based in different counties may need to liaise with different Technical Project Managers.

Before applying for a grant you are advised to discuss your project with the TPM.



7. The application

Following pre-application advice a Club should be in a position to submit an on-line application form.

Key supporting information required with the application includes:

- Club constitution
- Confirmation of match funding
- Past three years' accounts / income & expenditure records
- For projects requesting over £20,000, a five year income & expenditure forecast is required
- A minimum of three like-for-like quotations/tenders (sourced within past 3 months).
- Planning permission (if appropriate)
- Lease / Land Registry Title / deeds
- FA Ground Grading inspection report (if available)
- Condition survey for refurbishment of existing buildings
- Design and specification details of the proposed works
- Agronomist's report for grass pitch works

8. Key points

- Projects must have full planning permission if the project requires it.
- Applicants must have security of tenure on the site that they wish to develop either by freehold, or a leasehold with a minimum of 10 years remaining. Joint applications with the body holding the security on the site can be considered.
- The FSIF reserves the right to demand repayment if a grant aided facility is not in use for a minimum period of time.
- The applicant must secure the remainder of the total project costs. The majority of which is expected to be confirmed before the FSIF will make a decision on its funding.
- Project must be technically compliant with designs and specifications stated within Ground Grading requirements. The FSIF has a team of Technical Project Managers to support applicants through the process.
- Allow for FSIF decision-making timescale - this can be up to 16 weeks.

9. Typical showstoppers

- League status does not require the level of works specified
- Unable to secure planning permission
- Lack of partnership funding
- Unable to gain adequate security of tenure for the site
- Cannot demonstrate on-going financial sustainability
- Non-compliant designs and specifications
- Three like-for-like quotations not provided
- Works started before a formal written offer has been issued
- VAT

10. Claims

- Claims will not be processed until all pre-start and pre-claim Terms and Conditions of the award have been met.
- Claims can be made once work has started and at any time during the construction of the facility.
- They are paid as per the percentage awarded against submitted invoices.
- We will endeavour to process claims within 28 working days of receipt of a claim form, providing all the relevant paperwork is received.
- The original signed claim form must be submitted, not a photocopy.
- On reaching 95% of the award, the final 5% will be retained until we receive any relevant completion certification and carry out a site inspection (if required) to ensure all works are complete to the required standards.

