

**Spending your Achievement Award Scheme Grant**

The Achievement Award Scheme grant is designed to give the winner the opportunity to make a financial contribution to their organisation.

**The winner must be directly involved in deciding how the money is spent**.

**Some ideas for spending the award scheme money:**

* Buying equipment for a specific activity, e.g. Art materials, table tennis table, digital camera, camping equipment, life vests for boating etc
* Hiring in a specialist worker for a session, e.g. theatre artist, fitness coach, guest speaker
* Arranging a special trip for the group, e.g day out, museum visit, bowling, theatre, cinema, theme park
* Holding your own celebration event or making your regular end of term party go with more of a swing!
* Holding an event for a local community group which is run by your young people, e.g. a concert at a hospice, a play for a retirement home, a fundraising event for a registered charity etc.
* Training courses for young people that will ultimately benefit all the young people in the organisation.

**You must not spend the money on:**

* Everyday essential costs, e.g. regular staffing, paying expenses, hall hire, electricity, renovations, equipment you should have as part of your basic Health & Safety, child protection, other essential costs.
* Something which does not benefit 11-25 year olds.
* Something which benefits 1 or only a few individuals.
* A donation to an external organisation or charity (however if you want to be creative and use the £300 for a fundraising project to generate even more funds for a registered charity that is OK).
* Alcohol, tobacco or anything illicit.

**Remember:**

* The winner should decide how the grant is to be spent immediately after being chosen for the award.
* No more than two awards in any six month period can be spent on the same item.
* You cannot ‘bank’ awards for future use.
* The grant must be spent as soon as possible after the decision has been made and no later than the end of the grant period.
* If a trip or activity is taking place in the future then dates must be provided on your grant reports and tickets must have been booked and paid for.
* You must keep receipts just in case we ask you to supply them to us.
* Be creative!

**If you have any queries about spending your grant, please contact your Grants Officer – Julie Findlay on** [**julie.findlay@glswscouts.org.uk**](mailto:julie.findlay@glswscouts.org.uk) **who will be happy to advise.**