



# 'Pass it On' Fund

## Conditions of Grant

The following conditions apply to all successful applicants receiving funding from the 'Pass it On' Fund. By accepting the grant, you agree to the terms outlined below:

### Section 1 - Use of Funds

1. The grant must be used **solely for the purposes outlined in your application** and approved by the fund administrators.
2. Any significant changes to how the grant is to be spent must be agreed upon in writing prior to the changes being made

### Section 2 - Receipts and Financial Reporting

1. Full **itemised receipts or proof of spending** must be submitted as part of the evaluation process.
2. The receipts should clearly show dates, amounts, and the purpose of each purchase.

### Section 3 - Evaluation and Reporting

1. Grantees must complete a **short evaluation form** at the conclusion of the project/activity funded.
2. The evaluation must include:
  - A summary of activities funded
  - Outcomes achieved
  - How the local football community benefited
  - Supporting evidence (e.g., photos, testimonials)

## Section 4 - Social Media & Public Acknowledgement

1. You are required to post at least **one update on social media** related to the funded activity or project.
2. The post must **tag our official social media pages**:
  - **Facebook**: [@ InvernessCaledonianThistleCommunityDevelopment]
  - **X (formerly Twitter)**: [@ ICTFC\_Community]
3. You are encouraged to include photos or videos if appropriate and ensure posts reflect positively on both your group and the fund.

## Section 5 - Right to Withhold or Reclaim Funds

1. The fund reserves the right to **withhold or request repayment** of the grant in full or in part if:
  - Funds are misused or spent outside of the agreed purposes
  - Required reporting and receipts are not provided
  - Conditions of grant are not met

## Safeguarding and Conduct

1. All activities supported by the grant must adhere to relevant **child protection and safeguarding policies**, particularly if involving young people.
2. The funded group must uphold **inclusive and respectful conduct** in line with the spirit of community football.

## Acknowledgement and Agreement

By signing below, I confirm that I have read, understood, and agree to abide by the conditions of grant as set out in this document. I understand that failure to comply with these conditions may result in the withdrawal or repayment of the grant.

**Organisation Name:** \_\_\_\_\_

**Name of Representative (Print):** \_\_\_\_\_

**Position in Organisation:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_