

DEFENCE INSTRUCTION AND NOTICES (Not to be communicated to anyone outside HM Service without authority)	
Title:	Army Sports Lottery
Audience:	All Army Personnel, MSF/RO and Retired Soldiers
Applies:	1 October 2011
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Subject:	Army Sports Lottery
Content:	How to become a member of the Lottery and apply for a grant.
Sponsor:	Army Sport Control Board
Contact:	Lt Col (Retd) CDM Harris, Tel: 94222 3693/01252 348693 Email: secretary@ascb.uk.com
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ARMY SPORTS LOTTERY (2011DIN10-034)

INTRODUCTION

1. The Army Sports Lottery (ASL) was established in Sep 93 to raise non-public funds for sport in addition to those available from other sources (see Annex A). ASL is registered with the Gambling Commission¹ and is administered by the Army Sport Control Board (ASCB). The Promoter is Secretary ASCB (SASCB), who delegates day to day management to the Lottery Manager (LM), who is supported by an Assistant LM. The licence from the Gambling Commission only permits profits to be spent on sport.

¹ Licence Number: 000-004763-C-100334-001

AIM

2. The aim of ASL is to support:
 - a. Individual officers, soldiers and teams undertaking an authorised Overseas Tour/Visit.
 - b. Olympic, Paralympic, Commonwealth Games and other International competitors.
 - c. Winter Sports competitors.
 - d. ASCB Charitable Fund.
 - e. Other sporting activities/requirements.

PROCEDURE

3. The ASL is a series of weekly lotteries. Tickets cost £0.75 each per week with a maximum of 5 tickets per person. Winners are determined by a random number selector system. The draw takes place every Friday and is independently witnessed. Prize winners are notified by post. All units are notified by email and results are announced on local Service's radio, where the service exists and Soldier Magazine.

PRIZES

4. The weekly prize fund is £25,000, distributed as follows:

First	£10,000
Second	£5,000
Third	£4,000
Fourth	£2,000
Fifth	£1,000
Consolation	15 x £200

The weekly prize fund (approximately 50% of weekly income) is set in accordance with Gambling Commission regulations. A bi-annual Super Draw is conducted in July and December when the prize fund for that week doubles. Prizes are regularly reviewed by the ASL Grants Committee.

ELIGIBILITY

5. The following personnel are eligible to join ASL:
 - a. **Regular Army.** All members of the Regular Army and their equivalents e.g. FTRS, MPGS, are eligible to join. Payment is deducted at source by JPA and is shown on monthly pay statements.
 - b. **TA.** All members of the TA and their equivalents are eligible to join. Payment is made in advance by annual cheque made payable to 'Army Sports Lottery'. The minimum period of membership is 12 months for which the cost per ticket/s is:

- 1 - £39
- 2 - £78
- 3 - £117
- 4 - £156
- 5 - £195

TA membership through JPA will be phased out.

c. **Military Support Force (MSF)/Retired Officer (RO)/Retired Other Rank (OR).** MSF/RO/OR who are ex-Army, are employed by the MOD and have a military address are eligible to join. Payment is as for the TA.

MEMBERSHIP

6. **Applications.** The Membership Application Form (JS Form JPA E015) is enclosed. It is also available from the ASL website (see below) and garrison/unit RAO's. On completion, the Application Form is to be forwarded electronically to the LM through the RAO. Applications will also be accepted by post or facsimile (Aldershot Mil (94222) 3687 or 01252 348687). All applicants must ensure they complete the Application Form accurately.

7. Regular Army Members.

- a. It is especially important regimental numbers are entered correctly with any additional hyphenated numbers included. Details can be found on pay statements. Failure to do so will result in applications being rejected by JPA/SPVA.
- b. Members should check their pay statements to ensure payment is being made. This will ensure their membership is current and they are eligible to apply for a grant.
- c. Individuals are not a member of ASL until the first payment has been received. This can take 6-8 weeks after applying for membership.

8. **All.** Members must ensure their personal details, especially their contact address, are kept up to date. This will ensure prizes are received promptly. Every effort will be made to trace prize-winners. However, prizes not claimed after 12 months are void and will be paid into the ASCB Charitable Fund. Members able to do so should check results weekly.

GRANTS

9. Members may apply for grants in accordance with the Grant Rules at Annex A. Where applicable, group applications are to be made. This is especially so for Winter Sports, where multiple applications from the same unit will be rejected. Applicants who receive a grant must have been a member of ASL for at least 3 years before resigning.

10. All individuals listed on a Grant Application Form, be the grant from ASL or ASCB Charitable Fund, must be a member of ASL. Applicants must have made their first payment. Any replacements must also be members of ASL.

11. Where time permits, the ASL Grants Committee may agree to defer a Grant Application to allow non members listed to make their first payment. However, unless there are exceptional circumstances that have prevented an applicant from joining, any non member **will not** receive a grant in accordance with Gambling Commission regulations.

WEBSITE

12. This instruction, any amendments and other information, can be found at www.armysportslottery.com.

CONTACT DETAILS

13. Contact details are:

a. **Promoter.** Address: ASCB, Clayton Bks, ALDERSHOT GU11 2BG; email: secretary@ascb.uk.com; tel: Aldershot Mil (94222) 3693.

b. **Lottery Manager.** Address: as above; email: lottery@ascb.uk.com; tel: Aldershot Mil (94222) 3550.

Enclosure:

1. JS Form JPA E015.

Annex:

A. Grant Rules

GRANT RULES

References:

- A. LFSO 3206.
- B. SOBAG 3206.
- C. 2010DIN10-048.
- D. 2010DIN10-047.
- E. 2010DIN10-039.

INTRODUCTION

1. ASL (and ASCB Charitable Fund) grants are not to be regarded as a replacement for public funds and other sources of non-public funds for sport. They are used to supplement such funds where appropriate and to provide grants for activities which fall outside the scope of existing funds.

EXISTING FUNDS

2. Existing sources of funding for Army sport include:

a. **Public Funds.**

- (1) CO's Public Fund.
- (2) Cash in lieu of rations (CILOR) - Winter Sports only.
- (3) Sports Equipment Public Funding (SEPF).
- (4) Initial grants for new and expanding units (through Fmn HQs).
- (5) Synopsis sports, i.e. equipment on issue.
- (6) Standard Learning Credit (SLC) and Enhanced Learning Credit (ELC) Education Grant.

b. **Non Public Funds.**

- (1) Welfare Funds (Army Central Fund, Nuffield Trust, Command/Formation).
- (2) Unit Funds.
- (3) Berlin Infantry Brigade Memorial Trust Fund (BIBMTF).

3. Details of Welfare Funds are to be found in References A and B. BIBMTF bids are made in accordance with the procedure at Reference C (or successor).

ELIGIBILITY

4. Travel within UK/Germany.

a. ASL members are eligible to apply for a grant towards the cost of **travel only** for a **unit** Tour/Visit within UK/Germany authorised by the CO. The Tour/Visit must take place at least 100 miles from the unit barracks, must be competitive and comprise at least 2 matches, one of which must be against a civilian team.

b. A copy of the CO's authority must accompany the grant application.

5. Overseas Tour/Visit.

a. ASL members are eligible to apply for a grant towards the cost of **travel only** for an authorised Overseas Tour/Visit. The Tour/Visit will normally be competitive, although some Training Camps are also permitted – see paragraph 8.a. below.

b. Authority to undertake an Overseas Tour/Visit must be obtained in advance from ASCB in accordance with Reference D (or successor).

c. Grants are awarded subject to the following limitations:

(1) Maximum number of tourists per gender as laid down in Appendix 1.

(2) Maximum of one Army, Corps, unit team or individual tour per year per sport per discipline per gender (if affordable) where appropriate.

(3) In the event of Concessionary Non Fare Paying travel being subsequently authorised, the grant is to be returned, less the cost of the flight/s.

d. Maximum use of concessionary fares should be made wherever possible. Details of the ASCB discounted ferry travel from Dover to Calais and Calais to Dover can be obtained from Ch Clk ASCB (Aldershot Mil (94222) 3569) and Sec BA (G) Sport Board (Rheindahlen Mil (94872) 2545) respectively.

6. Olympic/Paralympic, Winter Olympic/Paralympic and Commonwealth Games Competitors Grant (OCG).

a. An OCG is awarded to help offset expenses incurred by individuals selected to represent their country as above. To be eligible they must be in possession of a British Olympic Association/British Paralympic Association passport or equivalent and be selected to travel.

b. Applications for an OCG are to be made **retrospectively** and must be endorsed by the relevant Association/Union Secretary. Exceptionally, if a number of events are anticipated and the individual is already an established competitor, then applications may be considered in advance.

c. Applicants must be members of ASL and have held 5 tickets for 12 months prior to the start of the event. Applicants must also agree to purchase 5 tickets per week

for a minimum of 2 years after receipt of an OCG. Any applicant not meeting these criteria will only be entitled to claim an Overseas Tour/Visit grant.

d. Those in receipt of an OCG may also apply for an Overseas Tour/Visit grant in the same year.

e. Applications must be made within 60 days of completion of the event/activity.

7. **International Competitors Grant (ICG).**

a. An ICG is awarded to help offset expenses incurred by individuals selected to represent their country in a competition in UK or Overseas. To be eligible, proof of selection e.g. National Governing Body (NGB) letter is required. Participation in such an event does not automatically qualify an individual for an ICG. For example, Age Group competitors are not eligible. **Accordingly, agreement that an ICG is admissible must be obtained in advance by applying to the Promoter ASL for approval. If this is not done the ICG application may be rejected.**

b. An ICG may be awarded if the NGB does not provide financial assistance. It will normally be limited to travel, accommodation and equipment costs, although other reasonable expenses will be considered. Receipts for all expenses are required. Food and sport supplements costs are not admissible.

c. Applications for an ICG, which must include proof of selection (volunteers are not eligible) and the relevant receipts, are made **retrospectively** after each competition up to a maximum of 3 per annum. Each application must be endorsed by the relevant Association/Union Secretary. Exceptionally, if a number of competitions are anticipated and the individual is already an established competitor, then applications may be considered in advance.

d. Applicants must be members of ASL and have held 5 tickets for 12 months prior to the start of the event. Applicants must also agree to purchase 5 tickets per week for a minimum of 2 years after receipt of an ICG. Any applicant not meeting these criteria will only be entitled to claim an Overseas Tour/Visit grant.

e. Those in receipt of an ICG may also apply for an Overseas Tour/Visit grant in the same year.

f. Applications must be made within 60 days of completion of the event/activity.

8. **Winter Sports.**

a. ASL members are eligible to apply for a grant towards the cost of any authorised Winter Sports Activity (WSA) held in Europe, including Scotland, be it competitive or training, subject to the following limitations:

- (1) Maximum number of athletes as laid down in Appendix 1.
- (2) One grant per member per season.

b. Grant applications are made **retrospectively** and must be accompanied by:

(1) PXR.

(2) If not an Army authorised competition, a copy of the WSA authority, issued in accordance with Reference E (or successor).

c. Where applicable, group applications are to be made. Multiple applications from the same unit will be rejected.

9. Other Activities/Requirements.

a. **Training Camp.** ASL members are eligible to apply for a grant towards the cost of **travel only** to take part in an authorised overseas Army or Corps Training Camp (except for Winter Sports). There is a limit of one Training Camp per year per sport per discipline where applicable. The Camp must be in preparation for a Corps level competition and above taking place no later than 3 months after the Camp. A Training Camp is authorised in accordance with Reference D

b. Coaches and Officials.

(1) **Course Fees.** ASL members, with at least 3 years service in the Army remaining, are eligible to claim course fees up to £1,000 per annum, less any entitlement to a SLC/ELC grant, when a Service course is not available. Service run courses are inadmissible. **All applications must be endorsed by the appropriate Association/Union Secretary and made in advance.**

(2) **Coaching Courses.** Association/Unions who organise their own course, may apply for a grant to assist with the running costs once per year. **All applications must be made in advance.**

(3) **Hire Charges.** When Service coaches and officials are not available, the Association/Union Secretary may apply for a grant to use non-Service coaches and officials for representative Army teams and individuals. This concession is not an excuse for not training Service coaches and officials, but it is accepted that there is a shortage of coaches and officials in some sports. **All applications must be made in advance.**

c. **Travel from UK to BA (G) and vice versa.** Travel from UK to BA (G) and vice versa is normally an Overseas Tour/Visit - see above. However, this may not always be appropriate. For example, BA (G) based 1 BLANKSHIRES travelling to UK to compete against a 2 BLANKSHIRES or vice versa as a one off match is not an Overseas Tour/Visit. Accordingly, **unit** applications for a grant towards the cost of **travel only** will be considered for such matches. Application for authority must be made in advance in accordance with Reference D as applicable. Army/Corps teams are ineligible for such travel as travel at public expense will be admissible later this year.

d. **Director's Discretion.** Bids falling outside any of the above categories may be considered at the discretion of the Director ASCB (DASCB).

INELIGIBLE

10. The following are ineligible for a grant from ASL:

- a. Adventurous Training (except where supported by other Service Lotteries for a JSAT authorised Joint/Tri-Service expedition), military training, expeditions (including sub-aqua), Nijmegen Marches etc, whether or not supported by public funds.
- b. Any sport not listed at Appendix 1, except for bona fide sports at the discretion of DASCBC.
- c. Routine administration or maintenance costs (e.g. insurance, berthing charges, affiliation fees, entry fees, etc). Where appropriate these are to be included in the Annual Grant bid from the ASCB Charitable Fund.
- d. Accommodation, except OCG/ICG, or subsistence costs.
- e. Purchase of clothing, equipment (except for OCG/ICG), livestock or trophies.
- f. Travel if public funding is admissible.
- g. Non competitive activities (other than authorised Training Camps).
- h. Participation in charity/fund-raising events, except where the fund-raising is incidental to the main event.
- j. Membership of civilian clubs.
- k. Any other bid not considered to be appropriate by DASCBC.

GRANTS – PER CAPITA

11. The level of grants per capita is at Appendix 2.

GRANT APPLICATION FORM

12. The Grant Application Form, except for Winter Sports, is at Appendix 3. The Winter Sports Application Form is at Appendix 4. ASL membership does not guarantee that a grant will be awarded. Where applicable, group applications are to be made and it is the responsibility of the signatory to ensure that all persons applying are paying members.

13. For an Overseas Tour/Visit, applications are to be submitted at least 8 weeks in advance. Applications made within 8 weeks will not be considered except in exceptional circumstances. All applications must be accompanied by a copy of the Authority to Travel required in accordance with Reference D (or successor). No retrospective bids will be considered. In the event of bids exceeding the funds available, priority will be given to Synopsis sports. No responsibility can be accepted by LM for lost or delayed applications. Applicants are advised to check their application has been received.

14. The initial application is to be made electronically, although in accordance with Gambling Commission policy a hard copy with original signatures is also required.

APPROVAL/PAYMENT PROCEDURE

15. Grant applications will be considered by the ASL Grants Committee, comprising DASCb, Promoter ASL and LM, on a monthly basis. Applicants will be informed of the outcome within 14 days of the meeting.

16. Payment will be made by cheque, normally to a Service Fund or to an outside supplier (e.g. Airline). However, payment to an individual may be made at the discretion of the LM. Payment will not usually be made more than 3 months prior to the event concerned.

17. For an Overseas Tour/Visit, a PXR is to be submitted electronically to lottery@ascb.uk.com within 6 weeks of the end of the event. Failure to do so will result in any future grant application from the organiser being rejected. A PXR template is at Appendix 5 which can be downloaded from armysportslottery.com.

Appendices:

1. Maximum Number for Overseas Travel Grant.
2. Grants - Per Capita.
3. Grant Application Form.
4. Winter Sports Grant Application Form.
5. PXR Template.

MAXIMUM NUMBER FOR OVERSEAS TRAVEL GRANT

Serial (a)	Sport (b)	Discipline (c)	Number (d)	Remarks (e)
1.	Angling	Coarse, Fly, Sea, Shore	12	Per Discipline
2.	Archery		8	
3.	Association Football		22	
4.	Athletics	Track and Field	34	
		Cross Country	10	
		Marathon	10	
		Tug of War	14	Per weight
5.	Badminton		10	
6.	Basketball		16	
7.	Boxing		15	
8.	Canoeing		14	
9.	Cricket		20	
10.	Cycling	Road, Mountain	10	Per Discipline, Max 15
11.	Equitation		10	
12.	Fencing	Foil, Epee, Sabre	4	Per Discipline plus 2 reserves and 2 officials – max 16
13.	Gliding		10	
14.	Golf		15	
15.	Hang & Paragliding		10	
16.	Hockey		20	
17.	Ice Hockey		18	
18.	Judo		12	
19.	Lawn Tennis		10	
20.	Martial Arts		8	Per Team
21.	Modern Pentathlon		6	
22.	Motor Sports		10	
23.	Mountaineering		12	(Climbing Indoor)
24.	Netball		16	
25.	Parachuting/Parascending		8	
26.	Polo		6	
27.	Powerlifting		16	
28.	Real Tennis/Rackets		8	
29.	Rifle	Full Bore Target Rifle	15	
		Small Bore Target Rifle	12	
		Target Pistol	12	
		Clay Target	12	Per sub Discipline
30.	Rounders		12	
31.	Rowing		11	Assumes an '8'
32.	Rugby League	Thirteen	30	
		Nines	20	
		Sevens	15	

Serial (a)	Sport (b)	Discipline (c)	Number (d)	Remarks (e)
33.	Rugby Union	Fifteen	30	
		Tens	20	
		Sevens	15	
34.	Sailing	Off-shore, Dinghy, Windsurfing Kite Surfing	12 8	Per Discipline
35.	Surf Riders	Long/Short/ Bodyboard	4	Per Discipline
36.	Squash		10	
37.	Swimming	Swimming	25	
		Diving	6	
		Water Polo	16	
38.	Table Tennis		10	
39.	Triathlon		12	
40.	Tug of War		12	
41.	Volleyball		16	
42.	Water Skiing/Wakeboarding		12	
43.	Winter Sports	Alpine	12)
		Bobsleigh	8)
		Cresta	6) Per event – maximum
		Luge	8) one grant per person
		Nordic/Biathlon	12) per season
		Skeleton	8)
		Snowboard	12)
		Telemark	6)

Notes:

1. Figures include officials (normally 2).
2. Where relevant per gender.
3. Mixed teams by negotiation.

GRANTS – PER CAPITA

UK

1. Travel within UK/Germany Up to £50

OVERSEAS TOUR/VISIT (except Winter Sports)

2. UK

- a. To: UK destinations involving a sea crossing
(Including Channel Islands and Isle of Man) Up to £100

3. UK and Elsewhere

- a. To: Europe Up to £200
- b. To: North Africa, Middle East including Cyprus Up to £300
- d. To: Rest of the World Up to £500

OCG

4. Olympic, Paralympic and Commonwealth Games Up to £1,500

ICG

5. International Competition - Appropriate Overseas Tour/Visit grant plus £300

WINTER SPORTS

6. To: All cross border destinations £100