



The CCFA Group Activity Grant Programme Guidance Notes

1. Introduction

Each year the Trustees of the Combined Cadet Force Association (CCFA) authorise charitable funds to be made available as financial support to benefit CCF Contingents and their cadets. Grants are awarded on a yearly basis by the CCFA Grants Committee in support of activities which would not ordinarily be funded by the Chain of Command, both at regional and national level.

Please ensure that you read these guidelines carefully and complete each section of the application form with as much detail as possible. The application form can be completed by the activity delegated officer, but must be endorsed (signed) by the Contingent Commander before submission to the CCFA.

2. Eligible Activities

Grants are awarded in support of activities which would not ordinarily be funded by the Chain of Command. The activity should promote the stated aims of the Combined Cadet Force. Examples of eligible activities might include, but are not limited to:

- Contingent led expeditions*
- Contingent led battlefield studies
- Contingent led UK based activity
- Contingent led overseas activity

**Please note that CCF contingents planning on participating in a contingent expedition or adventurous activity may wish to explore the support offered by the Ulysses Trust:*

<https://www.ulyssestrust.co.uk/grant-applications/general-guidance/>

3. Ineligible Activities

Grants are unlikely to meet with success if they include, but are not limited to:

- *Central Summer Camps* – To offset overall costs of Central Camp activities.
- *Contingent Resources* – Applications for training resources and/or equipment will not be supported. Please speak with the individual contact within your RPOC for further guidance and support.

- *CFAV Activities* – CCF contingents that submit applications to support a CFAV only activity will not be supported. Please note that individual cadets must benefit directly from the chosen activity.

4. Grant Amounts

There are no limits on the size of grants. However, the CCFA will seldom make a grant in excess of £750 for any individual request. If a larger grant is required, supporting information must be clearly provided within the application form.

Please note that our grant funding is limited. To ensure your grant application has the highest chance of success, you must confirm that elements of your grant request cannot be sourced from other funding avenues. For example;

- *Transport Costs* – UK based transport can be requested in advance via your individual Cadet Training Team contact within your Brigade area. If you are requesting a grant to cover transport costs you need to explain why this cannot be authorised through the system.
- *Food Costs* – Operational Ration Packs and Cash in lieu of rations (CILOR) can be requested in the absence of service facilities or food supply for the majority of CCF training activities, please discuss this option with your individual Cadet Training Team contact within your Brigade area. Equally, a small daily personal contribution from individuals should be expected as a level of commitment to the activity. If you are requesting a grant to cover food costs you need to explain why this cannot be authorised through the system or covered by personal contributions.

5. Eligibility Criteria

- The activity will be conducted before the end of 2026.
- The application is to be endorsed by the CCF Contingent Commander.
- The contingent must be a member of the CCFA – a valid membership payment must have been received within this membership year.
- Applications should provide as much detail as possible to enable the CCFA Grants Committee to make their decision. Applications without sufficient detail will not be considered.

6. Grant Terms and Conditions

- Any funds awarded will be sent to the contingent bank account in the first instance.
- Any unspent funding must be returned to the CCFA.
- All grant recipients are required to write and submit a short article within six weeks of returning from the funded activity. The basic format should preferably fit on one side of A4 accompanied by three relevant and high-quality photographs as separate files.

7. Application Procedure 2025(26)

Your application must be submitted at least 3 months prior to the activity taking place. The CCFA Grants Committee will consider applications throughout the year. The CCFA Grants Committee's decisions are final.

- For the financial year 2025(26), the CCFA will accept applications on a rolling basis.

All grant requests must be submitted on the attached application form. Please ensure that it is completed in full.

Please place particular attention to completing Section 5 of the application form in full. The detailed breakdown of the cadets will allow the CCFA Grant Committee to draw from other funding if applicable.

Applications must be made using the CCFA Group Activity Grant Programme's application form and submitted electronically to: grants@cadetsinschools.org

If you require further information about the grant programme please contact Natthaphon Phatara, Grants Officer, by email at grants@cadetsinschools.org or phone 020 4586 8185 and 07555 162541.

Attachments:

CCFA Group Activity Grant Programme - Application Form