



Appendices

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In Association with





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Appendix 1 : Adult Membership Application Form

Cumann Lúthchleas Gael Full Membership Application Form

Ainm/Name: _____

Seoladh/Address: _____

Phone/Fax/Email (if available): _____

Date of Birth: Day Month Year (e.g. 06 02 65)

I hereby apply to: _____ Club for Membership

of the above Club and Membership of Cumann Lúthchleas Gael (The gaelic Athletic Association)

I subscribe to and undertake to further the aims and objectives of the Club and of Cumann Lúthchleas Gael (The Gaelic Athletic Association), and to abide by its Rules, and I attach herewith the appropriate membership fee as determined by the above Club.

Sinithe/Signed _____ Data: _____

Print Name: _____

For Official Use Only:

Membership/approved by Club Executive on _____ Data

Sinithe: _____ Club Rúnaí.

Registered in Central Membership Database on _____

Membership Identification Number: _____



Appendix 2 : Youth Membership Application Form

**Cumann Lúthchleas Gael
Youth Membership Application Form**

Ainm/Name: _____

Seoladh/Address: _____

Phone/Fax/Email (if available): _____

Date of Birth: Day Month Year (e.g. 06 02 65)

I hereby apply to: _____ Club for Membership

of the above Club and Youth Membership of Cumann Lúthchleas Gael (The Gaelic Athletic Association)

I subscribe to and undertake to further the aims and objectives of the Club and of Cumann Lúthchleas Gael (The Gaelic Athletic Association), and to abide by its Rules, and I attach herewith the appropriate membership fee as determined by the above Club.

Sinithe/Signed _____ Data: _____

Print Name: _____

Parent(s)/Guardian(s), on behalf of the above named: -

We/I consent to the above Application and to undertakings given by the Applicant.

Sinithe/Signed _____ (Parent/Guardian) Data: _____

Print Name: _____

Sinithe/Signed _____ (Parent/Guardian) Data: _____

Print Name: _____

For Official Use Only:

Youth Membership/approved by Club Executive on _____ Data

Sinithe: _____ Club Rúnaí.

Registered in Central Membership Database on _____

Membership Identification Number: _____



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Appendix 3 : Disputes Resolution Authority (An Córas Eadrána)

At Congress 2005, the Gaelic Athletic Association (GAA) adopted an Arbitration Rule and a Disputes Resolution Code. It also established the Disputes Resolution Authority (DRA) to implement the Code. The DRA is independent of the GAA and maintains a panel of Arbitrators from which it establishes Arbitration Tribunals to deal with disputes referred to it. The Panel comprises Solicitors, Barristers, Arbitrators and persons 'who, by virtue of their experience and expertise in the affairs of the Association, are properly qualified to resolve disputes relating to the Rules of the Association'.

Congress 2005 also appointed Liam Keane as Secretary of the DRA for a term of three years.

Dispute Resolution Code

1. The Disputes Resolution Authority and Jurisdiction

- 1.1 An Authority known as The Disputes Resolution Authority shall be established. It shall be independent of the Association and be bound only by the Provisions of this Code. It shall consist of a Secretary, who shall be appointed for a term of three years by Congress on the nomination of Central Council. If a vacancy occurs between Congresses, it shall be filled by the Central Council, and the appointment shall be ratified at the following Congress. The Secretary shall have power to appoint Deputies and/or Assistants.

The Secretary shall maintain a Panel of not fewer than 30 persons, made up of not fewer than 15 persons who have qualified as solicitors or barristers or arbitrators (**Group 1**), and not fewer than 15 persons without such qualification, who, by virtue of their experience and expertise in the affairs of the Association, are properly qualified to resolve disputes relating to the Rules of the Association (**Group 2**).

The Secretary's selection of the Panel shall be ratified on an annual basis by Central Council.

No serving Officer at County, Provincial or National level shall be eligible for the panel.

- 1.2 The Disputes Resolution Authority shall be indemnified in respect of all costs, expenses and liabilities by the Association and shall lay an account of its business before Central Council (or its appointed subcommittee) on an annual basis. The Disputes Resolution Authority shall not be liable for anything done or omitted in the discharge or purported discharge of its functions unless the act or omission is shown to have been in bad faith.
- 1.3 The Rules of the Gaelic Athletic Association (including Bye-Laws, Regulations, and interpretations of Rules by Central Council applicable to the decision, the subject matter of the dispute (the Rules) and the Laws of Ireland shall govern and be applied to any issue between disputing parties. The Tribunal (as defined in Section 5) shall make such enquiries, seek such opinions and evidence, and make such orders as it considers fit, subject to this Code and to Law.
- 1.4 In all matters in which the Secretary of the Disputes Resolution Authority has a function under this Code, he/she may appoint a deputy to act in his/her place where, for reasons of practicality, he/she is not in a

position to act. Such Deputy shall have all the powers and functions of the Secretary when acting with his/her authority.

2. Request for Dispute Resolution

- 2.1 Any party to a dispute governed by this Code who seeks a determination (“the Claimant”) must submit to the Secretary of The Disputes Resolution Authority a written request for dispute resolution proceedings (“the Claim”) containing the following details:
- (a) the names and addresses of all parties to the dispute and their dates of birth if under the age of eighteen;
 - (b) a brief statement describing the nature and circumstances of the dispute, and specifying the remedy claimed;
 - (c) copies of any rules, regulations, bye-laws, rulings or legal authority relevant to the claim;
 - (d) a statement of any matters on which the parties have already agreed in relation to the conduct of the dispute resolution proceedings, or proposals (if any) in relation to such conduct;
 - (e) Confirmation that all avenues of appeal under the Official Guide have been exhausted; and
 - (f) A statement that the contents of the Claim are true and accurate.

A prescribed form is set out at the end of this Code, and the Secretary may publish updated prescribed forms for Claims under this Rule.

- 2.2 The Claim shall be notified to the Secretary of The Disputes Resolution Authority as soon as possible after all available appeals within the Rules have been completed, and in any event within 7 days of the last decision, and no Claim shall be entertained after that date, unless the Secretary is satisfied that there is good reason for extending the time.
- 2.3 The Claim shall be accompanied by a deposit in the amount of €500 towards the expenses of The Disputes Resolution Authority, which amount shall be reviewed by the Secretary on an annual basis and notified to Central Council in the audited accounts. At the end of any Dispute Resolution proceedings, the total expenses of The Disputes Resolution Authority in the proceedings shall be calculated and the Tribunal (as defined in Section 5) may direct that the expenses be paid by such party or parties as it deems appropriate, and for this purpose may require that any successful Claimant be reimbursed in respect of the deposit by any unsuccessful parties.
- 2.4 The Claimant must serve a copy of the Claim together with copies of any documents supplied to the Secretary on the other party or parties (“the Respondent”) and shall confirm in writing to the Secretary when submitting the claim that such documents have been duly served. The date of receipt by the Secretary of the claim shall be the date the dispute resolution proceedings commenced (“the Commencement Date”).



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3. Response by Respondent

Within 7 days, or such extended, or in cases of special urgency, reduced, time limit as the Secretary of The Disputes Resolution Authority may impose and notify to the Respondent, of the Commencement Date, the Respondent may send to the Secretary a response (“the Reply”) containing the following details:

- (a) a response by way of admission or denial of each statement in the Claim;
- (b) a brief statement of the nature and circumstances of any applicable counterclaim being made;
- (c) comment in response to any statements contained in the Claim on matters relating to the conduct of the dispute resolution proceedings;
- (d) confirmation that all avenues of appeal under the Official Guide have been exhausted; and
- (e) a statement that the contents of the Reply are true and accurate.

and shall confirm in writing to the Secretary that a copy of the Reply together with copies of any documents supplied to the Secretary have been duly served on the Claimant, and on any other Respondents. A prescribed form is set out at the end of this Code and the Secretary may publish updated forms for Replies under this Rule.

4. Mediation

- 4.1 The Disputes Resolution Authority shall encourage mediation and negotiations where practical, and shall, if requested and otherwise at the Secretary’s discretion, notify the parties of the names and contact details of persons willing and able to assist in the amicable resolution of disputes within the Rules of the Association.
- 4.2 Mediation and negotiation shall be without prejudice to the dispute resolution proceedings and may take place and continue at any time during the dispute resolution proceedings.

5. The Tribunal

- 5.1 Subject to Section 5.4 below, any dispute submitted to The Disputes Resolution Authority shall be decided by a Tribunal (“the Tribunal”) of three persons selected from The Disputes Resolution Authority’s Panel, at least one of whom shall be selected from Group 1 and at least one of whom shall be selected from Group 2 of the Panel.
- 5.2 Every person conducting dispute resolution proceedings under this Code must be independent and impartial, and must never act as advocate for any party.
- 5.3 The Secretary of The Disputes Resolution Authority shall provisionally select the Tribunal from The Disputes Resolution Authority’s Panel and shall notify the parties of the names of the Tribunal members as soon as practicable after they have been selected. The Tribunal shall be so constituted, unless the

Secretary receives an objection from one or more parties to any person provisionally selected within three days of notification (or such shorter period as may be set in the event that the hearing is set for an earlier date), and is satisfied that such person has a genuine conflict of interest.

- 5.4 If all parties to the dispute agree that the Tribunal shall consist of only one person nominated by them from The Disputes Resolution Authority's Panel, they must notify the Secretary accordingly, and the Secretary, provided that he/she is satisfied that the nominated person is independent of the parties to the dispute, shall appoint that one person, and that one person shall constitute a valid Tribunal.
- 5.5 If any member of the Tribunal refuses, or in the opinion of the Secretary becomes unable or unfit to act, the Secretary of The Disputes Resolution Authority shall appoint another person to the Tribunal in his place.
- 5.6 The Tribunal members shall select one of their number to act as Chairperson, and in default of agreement, the Secretary shall select the Chairperson.
- 5.7 The Tribunal may decide on its own jurisdiction, including any objections with respect to the existence or validity of the particular referral to arbitration in accordance with the Official Guide. For that purpose, this Code shall be treated as an agreement independent of the other terms of the Rules of the Association.

6. Communications

- 6.1 The parties shall not communicate with the Tribunal except through the Secretary of The Disputes Resolution Authority, unless so directed by the Secretary.
- 6.2 The Secretary may communicate with any party directly to confirm receipt of Documents, and may send copies of any Documents to them.
- 6.3 Correspondence from one party to the Secretary of the Disputes Resolution Authority shall be accompanied by three extra copies, and a further copy of such correspondence must be sent by that party to every other party to the dispute.
- 6.4 All communications shall be either hand delivered or sent by post, email or facsimile transmission to the parties at the addresses set out for each in the Claim, or at such address as any party may have previously notified The Disputes Resolution Authority, the Tribunal and the other parties. Any such communication shall be deemed to be served:
 - (a) if hand delivered, at the time of delivery,
 - (b) if posted, at the expiration of 48 hours after the envelope containing the same shall have been put in the post, and
 - (c) if sent by email or facsimile transmission, at the expiration of 12 hours after receipt of the same has been automatically acknowledged to the sender thereof, and in proving such service, it shall be sufficient to prove that delivery was made or that the envelope containing the communication was properly addressed and posted as a prepaid letter, or that the email or facsimile transmission was properly addressed, despatched and acknowledged as the case may be.



- 6.5 In cases of special urgency, the Secretary, the Tribunal and (provided that permission from the Secretary has been obtained) the parties may use telephone or such other methods as are necessary in order to give notice.
- 6.6 The Tribunal may deem communications to be adequate notwithstanding a failure of compliance with this Section 6, if the same were sufficiently effective.

7. Conduct of the Proceedings

- 7.1 The Tribunal shall conduct the dispute resolution proceedings in such manner as it considers fit and may follow any arbitral procedure agreed by the parties if it is in the Tribunal's opinion reasonably practicable so to do.
- 7.2 The Tribunal or its Chairperson may hold a preliminary meeting with the parties at which the parties may be given directions as to time limits and procedures, including timetables in respect of steps to be taken.
- 7.3 If directed to do so by the Tribunal, the parties shall make written submissions to the Tribunal giving further details of their Claim and Reply.
- 7.4 In cases of special urgency, the Tribunal (or, if the Tribunal has not yet been constituted, the Secretary of The Disputes Resolution Authority) may, on the application of either party, direct that a hearing be held on a specific date and that any time limits set out in this Code be varied, as so directed.
- 7.5 Each party must submit to the Secretary within such time as the Tribunal shall direct, copies of every document on which that party will rely, unless that document has previously been submitted to the Secretary. Copies shall also be sent by that party to all other parties to the proceedings.
- 7.6 The Tribunal may proceed with the dispute resolution procedures and make its decision even if the Respondent has failed to serve a Reply.
- 7.7 If any party deliberately or recklessly misleads the Secretary or the Tribunal as to any facts relevant to the dispute or referral, the Tribunal may dismiss their Claim or strike out their Reply and make punitive awards as to costs.

8. Interim Rulings

- 8.1 A Claimant may apply to the Tribunal for interim temporary remedies where necessary in order to preserve the **status quo ante** pending the Hearing. If any claim for any interim remedy is being made, then subject to Section 7.4, it must be set out on the Claim.
- 8.2 Subject to Section 8.3, such applications shall be heard on a day and at a place and time suitable to the Tribunal, with at least 3 days' notice to the Respondent(s). The Tribunal shall have the same powers as a Court of Law in legal proceedings alleging a breach of contract.
- 8.3 In cases of special urgency, the Tribunal (or, if the Tribunal has not yet been constituted, the Secretary of The Disputes Resolution Authority) may (i) shorten the time required for notice or (ii) dispense with

notice, and grant such temporary interim remedy as is appropriate, if the Claimant shows that it has been impossible or impracticable to meet the notice requirements.

- 8.4 No interim remedy shall be granted in the event that the Tribunal or the Secretary of the Disputes Resolution Authority, as the case may be, finds that the Claimant has unreasonably delayed in bringing the application for temporary interim remedy.
- 8.5 If an interim order is made and at the Hearing it is subsequently found that such interim order was inappropriate, the Tribunal may affix the Claimant with liability for any loss or damage thereby incurred by the Respondent(s), unless one or more exceptional countervailing factors are found to exist by the Tribunal.
- 8.6 All parties shall comply with the interim orders of the Tribunal, in default of which the Claim or the Reply (as the case may be) may be struck out without consideration of the substantive Claim.

9. Hearings

- 9.1 The Tribunal shall fix the date, time and place of any hearings in the dispute resolution proceedings and shall give the parties as much notice as practicable of same. All such hearings shall be in private.
- 9.2 For the avoidance of doubt, the Tribunal may direct that the parties should make written submissions and that no evidence will be given orally.
- 9.3 Where the proceedings involve a matter of exceptional importance to the Association, the Tribunal in its absolute discretion may invite submissions from Central Council or any other appropriate party regarding the consequences for members and units of the Association other than those party to the dispute of any decision it might make.

10. Witnesses

- 10.1 The parties must notify the Tribunal and other parties as soon as practicable and within any time limits set by the Tribunal of the identity of any witnesses they wish to call, and, if the Tribunal requires it, each party shall disclose the subject matter and content of the evidence on which each such witness shall be relying and how that evidence relates to the points at issue.
- 10.2 The Tribunal may question a witness at any stage, and shall supervise the questioning of a witness by the parties.

11. Decisions

- 11.1 If in the opinion of the majority of the Tribunal, one member of the Tribunal has refused or failed to comply with this Code or any applicable law relating to the making of the decision and/or award, having been given a reasonable opportunity to do so, the other members may remove him/her, and the remaining members shall proceed in his/her absence.
- 11.2 The Tribunal shall decide on any issue by majority. The final decision shall be in writing and shall be dated and signed by each member of the Tribunal, and shall be accompanied by the reasons on which it is based.



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- 11.3 The Tribunal may direct any party to the dispute resolution proceedings to take, or abstain from taking, any steps, within the Rules of the Association and with due regard to the rights of third parties, including, but not limited to, the re-hearing of any disciplinary or other decision-making process, with or without directions as to the proper procedures to be applied.
- 11.4 In the event of a decision or procedure being quashed, and with agreement of both parties, the Tribunal may conduct a full hearing as if it were an appellate body of last resort under the Rules of the Association, with power to fully conduct the procedure which has been quashed. No decision made by the Tribunal in this context shall be susceptible to appeal or review by any body.
- 11.5 In the event that the parties in dispute agree a resolution of the dispute at any stage in the referral prior to the delivery of the decision, the Tribunal, if satisfied that such proposed resolution is within the Rules of the Association and does not occasion any breach of contract or other act whereby any third party is prejudiced, may ratify the resolution, in which case it shall have the same force as if it were a decision of the Tribunal.
- 11.6 The Chairman of the Tribunal shall arrange for the decision to be delivered to the Secretary of the Disputes Resolution Authority, and the Secretary shall notify the parties and the Director General of the Gaelic Athletic Association accordingly.

12. General Rules

- 12.1 If notwithstanding the fact that any provision or requirement of this Code has not been complied with, a party proceeds with dispute resolution proceedings without promptly stating its objection, that party shall have waived its right to object.
- 12.2 Save in respect of decisions made prior to the constitution of a Tribunal and the election of its Chairperson, any decision of the Secretary of the Disputes Resolution Authority may be appealed to the Tribunal.

Form 1: Request for Arbitration (The Claim)

Name: (of Person/Committee/Council/Other Body): _____ (The Claimant)

Address: _____

Telephone No. (1) _____

Date of Birth (if under 18) _____

Telephone No. (2) _____

Signature of parent/legal guardian (if under 18): _____

Fax No. _____

Email address: _____

Print Name: _____

Person(s)/Committee(s)/Council(s)/Other Body (Bodies) against whom Claim is made:
_____ (The Respondent(s))

Names and addresses of any further persons/committees/bodies concerned or affected:
(1) _____
(2) _____
(use additional sheet for any further names)

Brief statement of the facts upon which the claim is based (use additional sheet if required):

1. _____

2. _____

3. _____

4. _____

List the Rules of the Association or laws or entitlements of which it is claimed the Respondent(s) is/are in breach (use additional sheet if required):

1. _____

2. _____

3. _____

4. _____



Form 1: Request for Arbitration (The Claim) continued

Brief statement explaining why the Respondent(s) are in breach of the rules/laws/entitlements (use additional sheet if required):

1. _____
2. _____
3. _____
4. _____

List what remedy or remedies is/are claimed (use additional sheet if required):

1. _____
2. _____
3. _____

List any Interim Temporary Remedies sought

1. _____
2. _____

Have any matters been agreed in relation to the dispute? If yes, please specify.

Does the Claimant have any proposals for the carrying out of the hearing (e.g. whether an urgent hearing is necessary, what location is suitable etc.)? If yes, please specify.

Do you require copies of any documents in the possession or power of the Respondent(s) or any other parties concerned? Yes* / No* (*delete as appropriate) If 'Yes', list the documents or categories of documents sought (use additional sheet if required):

1. _____
2. _____
3. _____

I/We hereby confirm that I have exhausted all avenues of appeal under the Official Guide.

I/We hereby certify that the facts stated above are true and I acknowledge that if any of these facts is proved to be false, my/our Claim may be dismissed immediately without further consideration:

Signed(in Irish): _____ (Claimant)

Date: _____

Attach:

1. A copy of any Rules of the Association relevant to the Claim
2. Deposit Fee of €500.



Form 2: Response to Request for Arbitration (The Reply)

Name: (of Person/Committee/Council/Other Body): _____ (The Respondent)

Address: _____

Telephone No. (1) _____

Telephone No. (2) _____

Fax No. _____

Email address: _____

Names and addresses of any further persons/committees/bodies concerned:

(1) _____

(2) _____

(use additional sheet for any further names)

Does the Respondent confirm or deny the facts stated in the Claim? If denied, please explain why (use additional sheet if required):

State whether Respondent is agreeable to all or part of the remedy claimed, including any Interim Temporary Remedy claimed:



Form 2: Response to Request for Arbitration (The Reply) continued

Have any matters been agreed in relation to the dispute? If yes, please specify.

Does the Respondent have any proposals for the carrying out of the hearing? If yes, please specify.

Do you require copies of any documents in the possession or power of the Claimant(s) or any other parties concerned? Yes*/No* (*delete as appropriate)

If 'Yes', list the documents or categories of documents sought (use additional sheet if required):

- 1. _____
- 2. _____
- 3. _____

I hereby acknowledge / deny that the Claimant has exhausted all avenues of appeal under the Rules of the Association.

I hereby certify that the facts stated above are true and I acknowledge that if any of these facts is proved to be false, my response to the Claim may be struck out immediately without further consideration:

Signed(in Irish): _____ (Respondent)

Date: _____

Appendix 4: Club Performance Charts

PERFORMANCE CHART Playing the Game

Rating Of Your Club Performance

X in Column 1 means Excellent

X in Column 2 means Very Good

X in Column 3 means Good

X in Column 4 means Fair

X in Column 5 means Weak

No Change needed now

Little Improvement needed

Some Improvement needed

Considerable Improvement needed

Major Changes needed

Give your opinion of your clubs performance by putting an X in the appropriate column below:	1	2	3	4	5
Regular Games: Regular games for adult and juvenile players; more than one adult team; use of tournaments and friendly games; promote maximum juvenile participation and Go Games; fulfilling all fixtures; Internal Leagues, Catering for "average" player.					
Coaching: Regular practice and coaching sessions, qualified coach, medical care, knowledge of rules					
Loyalty: Clear understanding by members and players of obligation to give first loyalty to club; consistent policy					
Discipline: Punctuality; good conduct on field including policy on improper language; respect for referees and officials; sportsmanship; assist with the provision of referees					
Presentation: High standards of dress for games and training; proper preparation of playing fields; team lists; games information					
Equipment: Adequate supplies of balls for practice sessions; hurleys; encourage use of helmets insist on them at juvenile					
Games Expansion: Promotion of Hurling and Gaelic football: support for Handball, Camogie and Ladies Gaelic Football					
Club School Link: Liaise with teachers; Promote games in school; raise club profile in local schools; Assist with coaching in local schools					

If all your X's are in Column 1, your club is indeed exceptional! If not, your club will have some work to do and you will have to set targets and Plan how you are going to achieve your objectives.

You should use this chart to rate your club performance on an annual basis.



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PERFORMANCE CHART Running the Club

Rating Of Your Club Performance

X in Column 1 means Excellent

X in Column 2 means Very Good

X in Column 3 means Good

X in Column 4 means Fair

X in Column 5 means Weak

No Change needed now

Little Improvement needed

Some Improvement needed

Considerable Improvement needed

Major Changes needed

Give your opinion of your clubs performance by putting an X in the appropriate column below:	1	2	3	4	5
Structure: Constitution. Annual General Meeting, Reports and Accounts; Executive					
Sub-Committees: Sharing workload; clear functions and responsibilities; delegates with good reporting system					
People: Clear Responsibilities; of Officers; Proper membership procedures; Recruitment of voluntary helpers; Involvement of youth and ladies					
Discipline: Policy on club loyalty and discipline-Club Code of Conduct; Code of Best Practice for Dealing with Youth Sport					
Relationships: Co. Committee; Bord na nÓg; Motions for Convention; Schools; Kindred organisations					
Equipment: Adequate supplies of balls for practice sessions; hurleys; encourage use of helmets insist on them at juvenile					
Games Expansion: Promotion of Hurling and Gaelic football: support for Handball, Camogie and Ladies Gaelic Football					
Club Planning and Development: Clear objectives-short-term and long-term; Club Plan; Budgeting; Phased Targets; Periodic reviews and evaluation of Club Plan					
Social Centre with Bar: Good management; Bar records; Policy guidelines known; Good reporting to executive; Use of Profits					
Information and Records: Treoir; Minute Books; Account Books; Club Stationery; Membership records; Fixture records; Team list books; Filing system; Insurance; Office equipment					

If all your X's are in Column 1, your club is indeed exceptional! If not, your club will have some work to do and you will have to set targets and Plan how you are going to achieve your objectives.

You should use this chart to rate your club performance on an annual basis.



PERFORMANCE CHART Using Money

Rating Of Your Club Performance

X in Column 1 means Excellent

X in Column 2 means Very Good

X in Column 3 means Good

X in Column 4 means Fair

X in Column 5 means Weak

No Change needed now

Little Improvement needed

Some Improvement needed

Considerable Improvement needed

Major Changes needed

Give your opinion of your clubs performance by putting an X in the appropriate column below:	1	2	3	4	5
Getting Money: Using money as a tool to promote games; Lack of funds not allowed to restrict desirable activities; Finance raised through other fundraising; sponsorship; Good organisation of gates; Proper Management assets; Membership fees; Fundraising committee					
Spending Money: Expenditure properly authorised and controlled; Major projects carefully costed; Budget. Accounts paid promptly by cheque only					
Control Systems: Bank account. Investment Account; Regular Reporting; Clear lines of Responsibility; Annual Accounts properly audited for members					
Records: Cheque Journal; Cash Book; Receipt Book; Vouchers; Investment records; Petty cash					
Specific Jobs: Injury Scheme. Team expenses. Insurance					
External: Supporters. General GAA Fundraising. Information on GAA and State grants: expert outside financial advice on major projects. Annual Accounts to Co. Committee					
People: Good Treasurer and supporting Finance Committee. Duties and functions clearly defined. Treasurer with real responsibility. Properly appointed Trustees of Real and Personal property					
Budget: Annual estimates of income and expenditure. Use for planning fundraising, covering shortfalls. Monitoring to ensure that expenditure relates to budget					
Social Centre with Bar: Control. Purchase ledger, Sales Records, Bar Stock, Monthly Bar Accounts, Wages, Records					

If all your X's are in Column 1, your club is indeed exceptional! If not, your club will have some work to do and you will have to set targets and Plan how you are going to achieve your objectives.

You should use this chart to rate your club performance on an annual basis.



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PERFORMANCE CHART Keeping People Informed

Rating Of Your Club Performance

X in Column 1 means Excellent

X in Column 2 means Very Good

X in Column 3 means Good

X in Column 4 means Fair

X in Column 5 means Weak

No Change needed now

Little Improvement needed

Some Improvement needed

Considerable Improvement needed

Major Changes needed

Give your opinion of your clubs performance by putting an X in the appropriate column below:	1	2	3	4	5
Club Presentation: Good quality club letter-heading. Use of GAA crest, membership card. Regularly updated website					
Information: Newsletter, Treoir Advisory Sheets, Rules Booklets distributed. Club Courses, Prompt replies to correspondence.					
Úsáid na Gaeilge: Signs, Match Notices, Notice Board, Annual Report					
Promotional: Distribution of GAA promotional material Publications, Stickers, Sports Bags, Programme Collectors Club, Meetings and Social Functions					
Public Facilities: Public Toilets. Scoreboard. Covered spectator stand, Bank or terracing, Car Park. Meting rooms.					
P.R.O.: Press cuttings Team photographs, Club History, Annual Report distributed. Match Reports to Press. Use of local media, Community Radio. Update website.					
Social Centre: Direction Signpost. Outside sign. Full use of Notice Board including pitch allocation and programme of club activities in centre					
Facilities: Well kept ground. Press facilities. Scoreboard. Public address System. National Flag displayed. Toilets.					
County Committee: Liaise with County PRO. County Yearbook. Good Delegates. Proper Reporting.					

If all your X's are in Column 1, your club is indeed exceptional! If not, your club will have some work to do and you will have to set targets and Plan how you are going to achieve your objectives.

You should use this chart to rate your club performance on an annual basis.



PERFORMANCE CHART

Providing Facilities

Rating Of Your Club Performance

X in Column 1 means Excellent

X in Column 2 means Very Good

X in Column 3 means Good

X in Column 4 means Fair

X in Column 5 means Weak

No Change needed now

Little Improvement needed

Some Improvement needed

Considerable Improvement needed

Major Changes needed

Give your opinion of your clubs performance by putting an X in the appropriate column below:	1	2	3	4	5
Ground Ownership: Vested. Trustees kept up-to-date. Proper to control of use. Official Club Constitution and Declaration of Trust adopted. Phased Development Plan. Club Development Committee					
Buying a Ground: Survey of potential sites. Expert advice. Availability of Finance. Other Options. Other options: long lease, use of local authority playing field					
Pitch Maintenance: Programme of Regular Mowing, over-seeding, fertilising, spiking, weed control, repair of divots and goalmouth area, inspection and maintenance of goal posts, use of portable practice goals,. Mower and line marker. Practice areas.					
Player Facilities: Adequate number of dressing-rooms, toilets, showers. First Aid equipment, referees room, team dugouts and Floodlights					
Public Facilities: Public Toilets. Scoreboard. Covered spectator stand, Bank or terracing, Car Park. Meting rooms.					
Presentation: Painted goal-posts. Goal nets. Proper lining. Line flags, Flagstaff for National Fag.					
Security and Environmental: Secure boundary wall around the ground. Well Kept entrances. Main pitch fenced in. Amenity areas e.g. Pitch and Putt, Tennis, Children's Play Area; Landscaping. Absence of litter.					
Handball: Covered Court/s. Separate Facilities e.g. toilets, showers					
Social Centre: Realistic planning. Definite purpose. Provision of youth bar. Is bar necessary? Controls and Management procedure.					

If all your X's are in Column 1, your club is indeed exceptional! If not, your club will have some work to do and you will have to set targets and Plan how you are going to achieve your objectives.

You should use this chart to rate your club performance on an annual basis.



PERFORMANCE CHART Building on Youth

Rating Of Your Club Performance

X in Column 1 means Excellent

X in Column 2 means Very Good

X in Column 3 means Good

X in Column 4 means Fair

X in Column 5 means Weak

No Change needed now

Little Improvement needed

Some Improvement needed

Considerable Improvement needed

Major Changes needed

Give your opinion of your clubs performance by putting an X in the appropriate column below:	1	2	3	4	5
Regular Games: Games at regular intervals for youth players, at least three teams in each code; Use of tournaments and friendly games; fulfilling of all fixtures; catering for 'average' player; Internal leagues; mini-games. Enter teams for Féile.					
Coaching and Skill Training: Regular practices, coaching and skill awards session; qualified coach; knowledge of rules; caring attitude for players in relation to injuries; first aid; protective gear; shortened pitches; light balls, Summer Camps, Go Games.					
Loyalty: Clear understanding by members and players of obligation to give first loyalty to club ; consistent policy.					
Discipline: Code of Best Practice for Youth Sport; Careful selection of team mentors; Punctuality; good conduct on the field, including policy on improper language; respect for referees and officials; sportsmanship.					
Presentation: High Standard of dress; proper preparation of pitches; Team lists.					
Administration: Youth Committee given responsibility; Youth members on Club Committee; good delegate on Bórd na nÓg; co-operation with Co. Youth Officer; attend at Youth Convention.					
Adult Help: Adult players helping with coaching; parents assisting with transport, fund-raising, managing teams, Ladies Committee involved.					
Social Programme: Scór na nÓg; outings; scholarships to the Gaelteacht; Question Time and other indoor activities; educational trips; encouragement of Irish language; distribution of GAA promotional material.					
Club School Link: Contact with School Management and teachers; visits by well known players; help with equipment, transport, coaching; club publications and GAA brochures promoting the games.					

If all your X's are in Column 1, your club is indeed exceptional! If not, your club will have some work to do and you will have to set targets and Plan how you are going to achieve your objectives.

You should use this chart to rate your club performance on an annual basis.

PERFORMANCE CHART

Promoting National Identity

Rating Of Your Club Performance

X in Column 1 means Excellent

X in Column 2 means Very Good

X in Column 3 means Good

X in Column 4 means Fair

X in Column 5 means Weak

No Change needed now

Little Improvement needed

Some Improvement needed

Considerable Improvement needed

Major Changes needed

Give your opinion of your clubs performance by putting an X in the appropriate column below:	1	2	3	4	5
Irish Music Singing and Dancing: Organisation of Ceilithe and/or inclusion of Irish dancing in dance programmes. Ceilí classes. Sets. Ballad/Folk/traditional Irish Music sessions. Group outings to Fleadh Cheoil. Aeríocht.					
Scór: Internal club competitions. Proper Attitude to participation. Use of Scór talent for non-competitive functions and concerts.					
Cultural/Social/Educational: Range of indoor and outdoor activities. Co-operation with VEC. Public Libraries. Teacher Centres. Comhaltas Ceoltoirí. Ladies Section activities.					
Guaranteed Irish: Club Policy to buy Irish equipment. Players and Officials to wear Irish made gear. Irish paper for printing and stationery. Trophies for Irish Design and manufacture. Projects to encourage this policy.					
Gaeilge: Positive Policy on simple bilingual approach. Some Irish on stationery, Annual Reports, Notices, Encourage use of Irish at meetings, Irish classes- T.V. projects, Glór na nGael.					
Youth: Co-operation with schools on projects. School lectures, visits by players. Youth Outings.					
Kindred Community/Charitable activities: Local charities. Slogadh. Tidy Towns					
Health: Responsible attitude to promotion of health in relation to sport. Encouraging temperance. Discouraging smoking. Lectures on Sports Injuries and First Aid. Good example by team members.					

If all your X's are in Column 1, your club is indeed exceptional! If not, your club will have some work to do and you will have to set targets and Plan how you are going to achieve your objectives.

You should use this chart to rate your club performance on an annual basis.



Buíochas



Cumann Lúthchleas Gael

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