

Keble College Blues Fund - University Sports & Activities

1. The College acknowledges that those junior members who play sport at the University level often incur considerable additional individual expenditure. It is not usually possible to seek to reimburse all such expenditure but the college is endeavouring to make a substantial contribution from the Junior Members Activities' Budget by way of the Blues Fund. We will endeavour to cover small expenses up to a certain limit (around £150-£200), and will make a pro rata reimbursement of claims over that amount subject to available funding.

It is not a condition of applying for funding from this scheme that you should be awarded a Blue. Any representation *of the University* in a recognised sport¹ will suffice. However, this must be representation at the University level, e.g. the MBA course holds an Olympiad with other MBA courses, but this does not qualify; nor would any other participation at course or department level.

2. The procedure for allocation of the Fund is as follows:

2.1 The type of expenditure normally covered/not covered is indicated below:

Items of expenditure normally covered:

- Subscriptions
- competition entry fees
- hire of facilities: court time etc.
- travel (if required) outside Oxford; NOT taxis to sports grounds within Oxford
- NB Sports tours, whether in the UK or abroad and whether pre-season or during the season, will only qualify in relation to the travel costs involved; not accommodation

Items of expenditure NOT normally covered:

- sports equipment, including repairs to any equipment
- kit/clothing, including any footwear, team strips and club uniforms (Blues blazers etc.)
- refreshments, including training meals
- medical treatment

NB. If any items on this second list appear in a claim, they will simply be deleted. Any items not on either list will be left to the discretion of the Senior Treasurer whose decision will be final.

- 2.2 **NB.** Receipts must be obtained for all claims which may be made. By this is meant an official receipt from, e.g. a supplier; NOT a receipt slip of the type sold as booklets which anybody can fill in. If official receipts are not available, a letter in support may be accepted as evidence of expenditure, but only if it is signed by the Senior Member for the University sport in question. Otherwise, No application for reimbursement will be accepted without a receipt. Letters will NOT be accepted and the claims in question will not be processed, if they are signed by another junior member.

¹ See: <https://www.sport.ox.ac.uk/sports-a-to-z>

- 2.3 There is no application form. A short e-mail to bluesfund@keble.ox.ac.uk setting out the items claimed for and the total amount will suffice, with receipts attached. Receipts alone will not be sufficient.
- 2.4 There are two deadlines for submission of claims:
- 2.4.1 Claims submitted to bluesfund@keble.ox.ac.uk by the end of *Week 8 in Hilary Term* will be eligible for an initial distribution, where we will seek to fully reimburse eligible small claims (typically below about £150), and partially reimburse larger claims. This initial reimbursement will be made as a credit to your battels bill issued at the start of Trinity Term (you may choose to have this paid where the reimbursement exceeds any charges). Claims not fully reimbursed at this point will be held and are eligible for further reimbursement in Trinity Term.
- 2.4.2 All remaining claims must be submitted to bluesfund@keble.ox.ac.uk by no later than the end of *Week 6 in Trinity Term*. **There is no extension of this deadline, so if a claim is invalid because, e.g., it is not in accordance with paragraph 2.2 there will be no opportunity to re-submit it.**
- 2.5 The allocation of the Blues Fund is at the discretion of the Senior Treasurer, but ordinarily we will attempt to fully reimburse small claims in order to provide broad support (up to claims of £150-£200), and then allocate funding on a pro rata basis on amounts larger than this dependent on the overall level of claims and available funding.

Because we need to know the value of all claims in an academic year before determining the final allocation, the first distribution in Hilary term will only partially reimburse larger claims. These claims will then be retained and considered for further allocations on a pro-rata basis in Trinity Term, together with claims submitted later. **The goals are (1) That the distribution is equal irrespective of whether a claim is submitted in Hilary or Trinity, while (2) Providing partial reimbursements as soon as possible to people who apply in Hilary Term.**

In recent years, some claims have reached disproportionate levels; in part because of the size of claims for tours which will now only qualify in relation to travel costs (see above). While this may also reflect the fact that some sports are more expensive than others, it may be necessary to place a limit on the maximum sum eligible for a claim. That issue will be dealt with only if necessary, once all claims have been submitted.

Andrew Daley
Senior Treasurer of the Amalgamated Clubs
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