



# Immersive Technology Grant Policy

September 2026

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## The aims of the Air Cadet Charity CIO

The Air Cadet Charity is primarily a grant making charity supporting the RAF Air Cadet family according to its objects:

The objects of the CIO are to carry on such charitable purposes as the Charity Trustees from time to time think fit for the benefit of personnel of the Air Training Corps and Cadets; and without limiting the generality of the foregoing to provide support and activities for young people which develop their skills, capacities, and capabilities to enable them to participate in society as mature and responsible individuals.

This policy governs the **Immersive Technology Grant Programme** exclusively. For information regarding other funding streams (such as Core Grants, Adventure Training, or Development grants), applicants must consult their respective standalone policy documents.

## 1. Programme Overview & Decision Framework

The Immersive Technology Grant Programme exists to provide structured funding for flight simulators and Esports equipment, ensuring every Squadron, regardless of size, location, or existing resources, can deliver immersive aviation-themed learning.

### Decision Framework Alignment

In awarding Immersive Technology grants, Trustees evaluate alignment with:

- **RAFAC Astra Vision:** Specifically prioritising synthetic/immersive training, technology exploitation, and enhancing aviation education.
- **Charity Mission:** Broadening access for all cadets, boosting self-confidence, and fostering team-building and technical skills.

### Structured Phases

To manage demand and prioritise need effectively, the programme operates in structured phases:

- **Phase 1** – For squadrons that do not currently have any flight simulator or Esports equipment.
- **Phase 2** – For squadrons that already have some flight simulator or Esports equipment and would like to add to their existing kit using one of the available options.
- **The October 2026 application window is primarily for Phase 2 applications.** However, if your squadron does not currently have any flight simulator or Esports equipment and would therefore fall within Phase 1, please let us know.
- **Grant Windows:** Application windows typically remain open for **1 month**.

## 2. Funding Options & Approved Kit Specifications



Squadrons may select **one** of three pre-approved grant options. Funding covers essential package items up to the maximum capped grant value. Units may supplement awards using local non-public funds for optional additions but grant funds cannot exceed the stated limit.

| Grant Option    | Description             | Maximum Grant Value | Estimated Full Package Value |
|-----------------|-------------------------|---------------------|------------------------------|
| <b>Option 1</b> | Xbox Kit Grant          | <b>£1,250</b>       | £1,730                       |
| <b>Option 2</b> | Gaming Laptop Kit Grant | <b>£2,250</b>       | £2,570                       |
| <b>Option 3</b> | Xbox in a Box Grant     | <b>£1,250</b>       | £1,310                       |

### Approved Kit Options

- **Option 1 (Xbox Kit - Max £1,250):** HOTAS 1 Joystick with Rudder Pedals (£150), Xbox Console (£299), 34" Monitor (£300), MSFS 2024 Standard (£70), Meta Quest 3 VR Headset & Cable (£500), Quest 3 Case (£70), Gaming Keyboard & Mouse (£80), Game Pad (£35).
- **Option 2 (Gaming Laptop Kit - Max £2,250):** HOTAS 1 Joystick with Rudder Pedals (£150), 15.6" i7/RTX 4060/1TB Gaming Laptop (£1,200), 34" Monitor (£300), MSFS 2024 Standard (£70), Lockheed Martin P3D Academic Licence (Included), Meta Quest 3 VR Headset & Cable (£500), Quest 3 Case (£70), Gaming Keyboard & Mouse (£80), Game Pad (£35), Shockproof Sleeve (£25), Backpack (£30).
- **Option 3 (Xbox in a Box Kit - Max £1,250):** Integrated Xbox, Monitor & HOTAS in a Rugged Hard Case (£1,140), Rudder Pedals (£100), MSFS 2024 Standard (£70).

### Operational Conditions (Meta Quest 3):

- **Subscriptions:** Xbox Game Pass Ultimate (~£124.99/year) required for Xbox-to-Quest streaming is **not funded by this grant** and must be covered locally.
- **Display Output:** Displays in 2D "large screen" format on Xbox; standalone 360-degree training applications are free; full 3D VR simulation requires PC/Laptop connection (Option 2).
- The Charity will only fund up to the maximum grant award amount stated. This is based on the approved kit list, with funding limited to the approximate amount stated for each individual item in the accompanying guidance document. Applicants should therefore cross-reference the policy with the guidance and be aware that the Charity will not fund above the approximate amount stated for each item.

## 3. Specific Exclusions & Non-Fundable Items

Under the Immersive Technology Grant Programme, the Charity will **only** fund exact items specified within the approved kit lists. The following are strictly excluded:

- Items outside official kit lists or bespoke custom simulator builds
- Furniture, desks, storage units, sheds, or room refurbishments
- Delivery, shipping, freight, or import costs
- Retrospective purchases (items bought prior to formal grant approval)
- Ongoing subscription fees or recurring software licences (e.g., Xbox Game Pass)
- Software, games, or add-ons beyond approved licences (MSFS 2024 / P3D)
- General IT hardware unrelated to flight simulation or Esports (refer to the **Core Grants Policy**)

## 4. General Grant Principles & Operational Rules



- **Named Leads:** Applications require a named Project Lead and a separate Financial Lead responsible for managing funds.
- **Asset Ownership:** The Charity does not own, store, maintain, or insure funded equipment. Units commit to securing appropriate storage, maintenance, and insurance.
- **Payment Mechanism:** Grants are paid directly to unit bank accounts upon receipt of formal supplier quotations or official invoices. Funds are paid via bank transfer (retrospective claims are not permitted). Approved units have **1 month** from approval to submit purchase evidence for fund release.
- **Combined Cadet Force (CCF):** CCF (RAF) units are not eligible for this scheme and must seek funding via the Combined Cadet Force Association (CCFA).

## 5. Application & Due Diligence Process

Applications must be submitted via the online portal at [www.aircadetcharity.org.uk/immersive-tech-grant](http://www.aircadetcharity.org.uk/immersive-tech-grant).

**Note for Applicants:** A separate **Immersive Technology Grant Application Guidance** document is available. Applicants must refer to and follow the step-by-step instructions in the guidance document when completing and submitting their application form.

### Application Requirements

1. Selection of active Phase and kit Option (1, 2, or 3).
2. Statement of planned usage and cadet/volunteer benefit.
3. Impact numbers (estimated cadets and adult volunteers).
4. Risk assessment and mitigation plan (security, supervision, damage).
5. Details of local/supplementary funding sources.
6. Verified financial accounts upload (**F60** for Squadrons, **F61** for Wings, or Charity Commission/OSCR accounts).
7. Chain of command verification permission (e.g., Wing OC due diligence check).
8. Active phase declaration compliance.

## 6. Assessment & Decision Timelines

- **Screening:** Applications undergo initial compliance screening by the Grants Manager and Charity Director and due diligence verification with the Chain of Command (Wing OC).
- **Review:** The Grants Committee reviews submissions and passes recommendations to the Board of Trustees for final approval.
- **Notification:** Applicants will be notified of decisions via email within **1 month** of the application window closing.
- **Payment:** Successful applicants have **1 month** after receiving approval to submit formal quotes or invoices so funds can be released.



## 7. Monitoring, Reporting & Publicity

- **Post-Grant Reporting:** Recipients must submit an online completion report detailing delivered benefits, complete expenditure receipts, and confirmation of ongoing maintenance and insurance.
- **Reporting Compliance:** To ensure fair access to funding across the RAF Air Cadet family, reporting requirements for completed grants should be fulfilled within 90 days of funds being received. Outstanding reports on previous funding will need to be resolved before new applications can be processed or approved across any Charity grant programme.
- **Publicity Wording:** Published media or announcements must feature the statement:  
*"This equipment was paid for/partially paid for with a grant from the Air Cadet Charity."*
- **Social Media:** Tag @aircadetcharity (Instagram/Facebook) or @Air Cadet Charity (LinkedIn) in all media releases.

*This policy will be reviewed in September 2027.*

