

Coach Scholarship / Coach Education Grant Application 2010-11



COACH SCHOLARSHIP GRANTS	COACH EDUCATION GRANTS
<p>For coaches who live within the Highland Council area and coach on a voluntary basis within one of our core sports (see below). Scholarship applicants often do not need to approach other funding sources as grants up to 100% are available.</p> <p>Canoeing Golf Curling Rugby Cycling Sailing Disability Sport Swimming</p>	<p>For Highland based voluntary coaches out with the core sports opposite. Usually we aim to fund up to 50% but are able to fund up to 100% in exceptional circumstances. The maximum award is £250.</p> <p>Applicants should exhaust all other sources of funding (such as Local Sports Councils; the organisation they coach for; or other local grant giving bodies) before applying.</p>

GENERAL GUIDANCE

A grant is awarded to coaches who are recognised for their commitment and contribution to sport in the Highlands and is awarded to provide an opportunity for you to further develop your coaching skills. Grants can be awarded for: National Governing Body awards; sports coach UK courses; tutor training; coach mentoring; and coach workshops / conferences / seminars. We will also consider first aid courses if these are essential to the coaching qualification you are undertaking (where specified by the relevant National Governing Body).

How does it work?...Once we receive the completed application form (overleaf or online), we review it and decide if we are able to offer a grant to you. If this is the case, we will send out an offer and claim form by email or letter. When you finish the course or event, the claim form needs to be completed and returned to us with receipts for the course and any associated costs we have agreed.

When will the payment be issued?...Once you have completed the course, please return your claim form with all relevant receipts to the Coaching Highland office. We will reimburse the agreed amount by cheque or BACS payment when all paperwork has been returned and verified.

Allowable extra costs?...Sometimes, we are able to assist with additional expenses incurred when you attend courses as part of your grant. This would include travel expenses (limited to 22p per mile) and/or accommodation costs. If you include an estimate of these costs on the application form and we approve them, you can claim them back after the course. Please note that copies of receipts will be required in order for us to process your claim.

Exclusions?...No awards will be made retrospectively so **ensure your application is submitted before you attend the course / seminar**. The grants do not cover affiliation fees to National Governing Bodies or similar. We do not fund officiating courses and will only consider first aid courses if mandatory for your coaching course (where specified by the relevant National Governing Body).

Claims must be received within 1 calendar month of the course finishing date and in order to tie in with the financial year, courses should take place before 31st March 2011.

Need advice before you make an application? Telephone 01463 718009 or email info@CoachingHighland.co.uk

We look forward to receiving your grant application. Please send it to:
Coaching Highland, by Inverness Leisure, Bought Lane, Inverness, IV3 5SS or Fax: 01463 718483

Or apply online at: www.CoachingHighland.co.uk

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Title: _____ Name: _____ DOB (If Under 18): _____

Address: _____

Postcode: _____

Daytime Telephone: _____ Evening Telephone: _____

Email Address (preferred communication method): _____

Sport: _____

Course Title: _____

Course Venue: _____ Organised By: _____

Start Date: _____ End Date: _____

Course Cost:	£ _____
Travel Costs:	£ _____ miles x 22p per mile (or public transport fare)
Accommodation Costs:	£ _____ nights. Details: _____
TOTAL COSTS:	£ _____
GRANT REQUESTED:	£ _____

Please detail all grant aid sources applied to:

Local Sports Council: £ _____ | Club: £ _____ | National Governing Body: £ _____

Other: £ _____ please detail: _____ **If None, why?** _____

How did you hear about this funding? Word of Mouth Literature Email Website

Name of club/organisation(s) you coach for: _____

Current coaching qualification(s): _____

Coaching hours per week: Voluntary: _____ hours Paid: _____ hours

The athlete(s)/people you coach in the main:

AGE GROUP (Tick 1 Only)

- Pre-School
- Primary School
- Secondary School
- Adults

ATHLETE NUMBERS (Tick 1 Only)

- Individuals (0-5)
- Small Groups (6-12)
- Large Groups (13+)

ATHLETE STANDARD (Tick 1 Only)

- Recreation
- Club Athletes
- Regional Squad
- Performance

Reason for application including what benefit this course/event will be to you?

Signature: _____ Date: _____

COACHING HIGHLAND USE ONLY:

Grant Awarded: YES / NO Amount Awarded: £ _____ Type: SCHOL / CEG Coach ID: _____

Signature (CDO): _____ Date: ____/____/____ Date Claim Form Sent: EMAIL / POSTED: ____/____/____