

## Grant Application Form 2020

- Please read the grant criteria prior to completing form.
- Applicants must be members of Wigtownshire Sports Council.
- Grants may be awarded of up to 50% of costs (30% in first year of affiliation) up to a maximum of £500 for individuals / £1,000 for Clubs.
- Grants cannot be awarded retrospectively (applications must be received prior to event / expenditure).
- Copies of receipts, competition results, invoices, etc will be required to make final grant claim.
- If you have any queries, contact the secretary to discuss (details at end of form).

*Parent or Guardian should complete for anyone under 16.*

Name of Individual or Club applying for grant:			
Age of junior 16 and under:			
Contact Person:			
Address:			
Postcode:		E-mail Address:	
Phone Number:		Mobile Number:	

<b>Sport:</b>	
Date Funding Decision required by:	

### CLUBS

Status of Organisation (eg charity, constitution group, SCIO):	
Is your Club accredited under the Dumfries & Galloway Council Sports Club Accreditation Scheme?	
Does your organisation have Public Liability Insurance?	
Does your group work with people under 25 or vulnerable adults? (If yes, please supply details of your group's approach to PVG checks in separate document.)	

**Information in support of your application** (continue overleaf or on a separate page, if required):

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## FINANCE

Please provide as much information as possible to avoid a delay in making a decision.

Complete the relevant boxes below which relate to your application. Supporting documentation (quotes, selection, etc) **MUST** be provided.

**1. Assistance with Travel Costs to attend Competition(s).**

Please complete separate "Competitions / Training - supporting information" form (Page 4).

**2. Assistance with Travel Costs to attend Regional / National training.**

Copy of confirmation of selection **must be** enclosed. Please complete separate "Competitions / Training - supporting information" form (Page 4).

Please provide name and address of venue including postcode.	
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**3. Application for Equipment.** (Copies of quotations must be enclosed.)

Item	Cost
	£
	£
	£
Continue on a separate sheet of paper, if necessary.	<b>TOTAL</b>
	£

**4. Application for Coaching Grant.** (Copies of course information must be enclosed.)

Course Details	Cost
	£
	£
Continue on a separate sheet of paper, if necessary.	<b>TOTAL</b>
	£

**PLEASE ANSWER BOTH UNDER-NOTED QUESTIONS.**

How much do you wish the Sports Council to contribute to the total costs?	£
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**How are you funding the remainder of your costs?**

Source of funding	Amount available / applied for?	Confirmed? Yes / No	If yes, date approved. If No - date decision expected.

## DATA PROTECTION NOTICE

Wigtownshire Sports Council acts as Data Controller for the purposes of the Data Protection Act 1998. We require you to provide certain information to allow us to assess your funding application. Your personal details will not be shared with anyone outwith Wigtownshire Sports Council.

If at any time you wish your details to be removed from our database please contact the secretary by e-mail: [sportscouncil@btinternet.com](mailto:sportscouncil@btinternet.com).

## DECLARATION - INDIVIDUAL APPLICATION

To the best of my knowledge the information supplied by me on this form is accurate.

I understand that the applicant's name, sport, grant award and outline detail will be in the public domain.

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Signature

Date

## DECLARATION - CLUB APPLICATION

To the best of my knowledge the information supplied by us on this form is accurate.

We understand that the applicant's name, sport, grant award and outline detail will be in the public domain.

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Signature

Signature

Date

## Checklist of Documents required.

Application	Copies relating to application	INDIVIDUAL	CLUB
1. Travel / Accommodation Costs to attend national / international competitions.	Entry forms, details of competition, accommodation, method of travel.		
2. Travel costs to attend regional / national training	Name and address of training venue. Evidence of selection.		
3. Equipment	Copies of quotations.		
4. Coaching / First Aid / PVG	Details of training, numbers involved.		
Constitution / Memorandum & Articles - signed		N/A	
Copy of most recent set of <u>approved</u> accounts		N/A	

Completed application form plus all supporting documentation required should be sent, by post, to:

Jane McDowall, Secretary, Wigtownshire Sports Council,  
Culroy Cottage, Glenluce, Newton Stewart, DG8 0LE.

**Enquiries:** [sportscouncil@btinternet.com](mailto:sportscouncil@btinternet.com) or 07717 758 638

Wigtownshire Sports Council is supported by a grant from



**COMPETITIONS / TRAINING - supporting information for Wigtownshire Sports Council Grant application**

Date (s)	Competition (s) / Training	Venue (s)	Mileage (return trip)	Entry Fees	Accommodation No of Night(s)	Any other costs - please detail.	Comments

- Please provide copies of entry forms, competition, mileage, accommodation, quotes, training, selection, etc.
- Travel - fuel costs or mileage may be claimed.
- Accommodation - Maximum of £35 per night may be claimed (will be reduced if actual cost less than £35).
- Only costs directly attributable to Sports Council member may be included.
- Copies of receipts, competitions results, invoices, etc will be required to make final grant claim (after event/s).



**Sports Council criteria: support**

**Equipment** which an individual requires to play their sport and/or enhance performance will be considered. Essential renewable equipment may be funded at the discretion of the Sports Council.

**Excellence** - support and encourage talented athletes with the costs of taking part in Regional, National or International competitions.