

## Grant Application Form 2026

- Please read the grant criteria prior to completing form.
- Applicants must be current members of Wigtownshire Sports Council and full-time residents (individuals) of / located in (clubs/groups) Wigtownshire.
- 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 (completed application forms, along with supporting evidence must be received at least four weeks prior to the event date (competition or training) / any expenditure on equipment), except in exceptional circumstances.
- Printed copies of receipts, results, invoices, etc will be required to make final grant claim.
- Only one grant application per individual / club will be accepted in the membership year (except in exceptional circumstances). The membership year is 1st January - 31st December.
- No new applications will be considered until any previous applications are fully claimed.
- 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:			
School attended (Juniors only):			
Contact Person:			
Address:			
Postcode:		E-mail Address:	
Phone Number:		Mobile Number:	

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

<b>CLUBS</b>	
Status of Organisation (eg charity, constituted group, SCIO):	
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. <span style="float: right;"><b>TOTAL</b></span>	£

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

Course Details	Cost
	£
	£
Continue on a separate sheet of paper, if necessary. <span style="float: right;"><b>TOTAL</b></span>	£

**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: wigtownshiresports@gmail.com.

<b>DECLARATION - INDIVIDUAL APPLICATION</b>		
To the best of my knowledge the information supplied by me is accurate.		Yes / No *
I understand that the applicant's name, sport, grant award and outline detail will be in the public domain.		Yes / No *
I am full time resident in Wigtownshire (DG8 / DG9).		Yes / No *
<b>Signature</b>	<b>Date</b>	

<b>DECLARATION - CLUB APPLICATION</b>		
To the best of my knowledge the information supplied by us is accurate.		Yes / No *
We understand that the Club's name, sport, grant award and outline detail will be in the public domain.		Yes / No *
<b>Signature</b>	<b>Signature</b>	<b>Date</b>
<b>Position (eg Chair, Treasurer, etc)</b>	<b>Position (eg Chair, Treasurer, etc)</b>	

\* Delete as appropriate.

### 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.		
Copy of signed Constitution / Memorandum & Articles.		N/A	
Copy of most recent set of <u>approved</u> accounts - Clubs / Groups only.		N/A	
Copy of recent bank statement (within last three months) - Clubs / Groups only.		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:** wigtownshiresports@gmail.com or 07717 758 638



Wigtownshire Sports Council is supported by a grant from Dumfries & Galloway Council.

## 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 the following information, where appropriate to your application: competition details, copies of entry forms, accommodation reservations, quotes, training details, evidence of selection, etc.
- Travel - fuel costs or mileage may be claimed for use of own (or parent/guardian's) vehicle.
- Accommodation - Maximum of £40 per night may be claimed (will be reduced if actual cost less than £40).
- 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.