



Bursaries for Sports Courses

Application Form

Basingstoke and Deane Borough Council (BDBC) in partnership with Basingstoke and Deane Local Sports Council (LSC), annually makes funds available to assist the development of our local sports clubs, associations and leagues. The aim is to increase the number of quality coaches, officials and volunteers working within our clubs to enhance and improve their performance.

BDBC annually provides £1,000 for this scheme and these funds are distributed fairly across a selection of local clubs and sports. The Bursary provides financial support of up to one half of the total cost of the qualification (maximum £65 Bursary) to offset the costs of training, examination and travel to the assessment centre, within the UK.

Eligibility

- The applicant must live in the borough or be undertaking the course to benefit one of the borough's clubs / associations / leagues.
- The scheme is only available to voluntary or part-time coaches / officials.
- Individuals must meet the minimum age criteria set by their respective governing body.
- The bursary is only available to those taking formal recognised governing body qualifications or sport specific courses approved by the LSC.
- Affiliation to the Local Sports Council is not required.

Application Process

- The application can be initiated by the individual attending the course, but must be supported, endorsed and completed by the club / association / league secretary.
- Section A to be completed by the individual attending the course.
- Section B to be completed by the secretary of the individual's club/association/league. This can be used to support multiple applicants attending the same course.
- The time between course commencement and completion must not exceed 6 months unless previously agreed with the LSC.
- Applications must be received by the LSC at least 7 days prior to the course.
- Proof of attendance must be provided within 2 months of completion to ensure payment.
- Cheques not banked within 8 weeks of issue will be cancelled and reallocated.



Section A - To be completed by the individual attending the course

Applicant's details

Title Mr / Mrs / Miss / Ms / Other _____ Name _____

Date of birth ____ / ____ / ____ Age _____

Home address _____

Post code _____ Email _____

Telephone number Day _____ Evening _____

Previous Qualifications / Course History

Sport _____

National Governing Body (if known) _____

Qualification	Date Achieved
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Please enclose copies of awards gained.

Please give details of squads / teams / clubs / leagues you are currently involved with, including relevant contacts for verification.

Number of years involved _____ Current commitment (hours per week) _____

Part time voluntary



* Purpose of Bursary

Please give details of the course you plan to attend

Title of course _____

Course content _____

Venue /location _____

Date From _____ To _____

Expected date of certification _____

Cost of course £ _____ Estimated Travel costs £ _____ (up to a maximum of £10)

Other costs (eg examination fees) £ _____ **Total cost** £ _____

Name of grant funding body

Amount of Grant

_____ £ _____

_____ £ _____

_____ £ _____

_____ £ _____

Amount of bursary applied for £ _____

Declaration

I (name) _____ wish to be nominated for the sports course bursary.

Any information contained in this form will be held and used strictly in accordance with the provisions of the data protection act 1998.

I have read and understood the criteria in applying for a Sports Course Bursary award and agree to abide by them.

Signature* _____ Date _____

Name (please print) _____

* If submitting this form electronically please print name.



Section B - To be completed by the Secretary / Executive Official of the individual's club / association / league

How will the club / association / league benefit from the applicant(s) gaining the qualification?

Please outline why the applicant(s) deserve support

In your opinion, how committed are the applicant(s) to their role and all the responsibilities they carry?

Sports Club / Association / League

Title of sports club / association / league _____

Name of secretary _____

Contact address _____

Post code _____ Email _____

Telephone number Day _____ Evening _____

Declaration

I (name) _____, as Secretary / Executive Official of (association / club / league)

_____ hereby nominate (name of applicant(s))

_____ for a sports course bursary.

Signature* _____ Date _____

* If submitting this form electronically please print name.

Any information contained in this form will be held and used strictly in accordance with the provisions of the data protection act 1998.

This form should be returned to: Mrs Sue Hillyard (Local Sports Council Secretary) 3 Dragonfly Drive, Lychpit, Basingstoke, Hampshire, RG24 8RU Tel: 01256 811478 (evenings) Email: basingstokelsc@btinternet.com

Further Information

Sport Hampshire and IOW also run a bursary scheme and provide support and guidance for coaches.

For more information, please visit www.coachinghampshireiow.co.uk or telephone: **01962 847523**

Applicants should note that Sports Coach UK can provide information or publications relating to coaching.

For more information, please visit: www.sportcoachuk.org/ or telephone: **0113 274 4802**

For Local Sports Development information please visit: www.basingstoke.gov.uk, www.sporthampshireiow.co.uk and www.basingstokelsc.org.uk.