COMMUNITY GRANTS SCHEME

ATHLETE APPLICATION FORM



Grants are available to support individual sports people in Fife who are competing at District, Regional or National level, to help with the costs of competitions and training.

Office use only: Forms must be kept for the financial year the claim is made and 6 further years

To be eligible for an Athletes grant, applicants:

* Must live in Fife;
* Must not be eligible for lottery sports fund *talented athlete programme* or *talented identification programme*;
* Must be participating in sports with a **sport**scotland recognised Governing Body;
* Require a letter of selection, or approval and endorsement by the respective National Governing Body of Sport;
* Must submit applications **prior** to the training / competition commencing, as no awards will be made in retrospect.

Applicants can receive grants of up to 50% of the total costs, up to a maximum of £180.

Applicants may be subject to a random check on grant information provided.

**Please note:** **All grants are discretionary and only one application will be considered from an individual in any financial year (1 April to 31 March).**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Name of Athlete:** | |  | | | | |
| **Address:** |  | | | | | |
|  | | | | | **Postcode:** |  |
| **Tel No Home:** | |  | | | **Mobile:** |  |
| **E-Mail Address:** | |  | | | | |
| **Date of Birth:** | |  | | | | |
| **Present Standard e.g. Fife, Regional, National, etc.** | | | | |  | |
| **Name of Club / Group of which you are a member:** | | | | | | |
|  | | | | | | |
| **Have you applied to any other body for assistance in respect of your activities? Yes / No If yes, provide the following details:** | | | | | | |
| **Date of Application:** | | |  | | | |
| **Grant Awarded: £** | | |  | | | |
| **Awarding Body:** | | |  | | | |
|  | | | |  | | |

***SECTION 1* – *ATHLETE* *INFORMATION***

|  |  |
| --- | --- |
| For Official Use Only | |
| Date Received: |  |
| Serial Number: |  |
| Ward: |  |
| Date of Decision: |  |
| Amount Awarded: |  |
| ERP Serial No: |  |
| Date Paid: |  |
| Signature of Officer: |  |
| Signature of Manager: |  |

***SECTION 2* – *SQUAD TRAINING DETAILS***

**Please Note**: Only training associated with representative squads, recognised by your sports governing body, will be eligible for funding. Regular club training sessions are not eligible.

Please include proof from your governing body that you have been selected and detail the associated costs.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Squad Session** | **Venue** | **Date(s)** | **Travel Costs (at 25p per mile)** | **Accommodation Costs (max £25 per night)** | **Session Costs** |
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|  |  | TOTALS |  |  |  |

***SECTION 3* – *COMPETITION DETAILS***

Please provide endorsement by your governing body, confirming that any competitions you are entering are through invitation or qualification.

**Please note**: This does not include open competitions.

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| --- | --- | --- | --- | --- | --- |
| **Competition** | **Venue** | **Date(s)** | **Travel Costs (at 25p per mile)** | **Entry / Competition Fee** | **Accommodation Costs (max £25 per night)** |
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|  |  | TOTALS |  |  |  |

***SECTION 4* – *FINANCE DETAILS***

**Amount requested from Fife Council £ ……………………..**

|  |  |  |
| --- | --- | --- |
| **Name of your Bank/Building Society:** |  | |
| **Name of Bank Account Holder:** |  | |
| |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Sort Code** |  |  |  |  |  |  |  | **Account No.** |  |  |  |  |  |  |  |  | | |  |

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| Please give details of any fundraising carried out and amounts raised (raffles, coffee-mornings, etc): |
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| --- | --- | --- |
| Please list any elected members or officers of Fife Council involved in the management of your organisation (in a personal capacity) – on the Committee; as employed or voluntary Staff; or as a Leader: | | |
| Name | Service | Position in your Organisation |
|  |  |  |
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***SECTION 5 – FINISHING YOUR APPLICATION***

Before submitting your application, please ensure that:

(please tick)

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| --- | --- |
|  | You have completed all relevant sections of the application form; |
|  |  |
|  | You have included proof from your governing body that you have been selected to represent |
|  | Fife or above; |
|  |  |
|  | You provide endorsement by your governing body that any competitions you are entering |
|  | are through invitation or qualification; |
|  |  |
|  | You have read and understand all terms and agreements, including data protection and |
|  | by signing below you agree to all terms and conditions. |
|  |  |

***DATA PROTECTION***

All collection, use and storage of personal information will be in accordance with the Data Protection Act 1998. Further information is available on the website www.fifedirect.org.uk

***TERMS AND CONDITIONS***

The grant must only be used for the purpose for which it was approved by Fife Council. Monies from only one Fife Council grant scheme can be used for any project. The individual will provide such financial or other information as Fife Council may request.

***Grants will not be awarded retrospectively***, ***i.e. we do not refund costs that were incurred prior to the date the application was received in this office.***

***The information provided by you on this form will be used by Fife Council in order to process your application. It may be shared with FVA, NHS Fife and other local authority services or external funders and information will be obtained from your application. Further information on how your information is used and why can be found by contacting Fife Council’s Data Protection Officer at: dataprotection@fife.gov.uk”.***

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**I certify that all the information given in this form is, to the best of my knowledge, correct. I have read, and agreed to comply with, the above conditions.**

**Signed:** ...................................................................………............ **Date:** ......………………………..……….………….....…

**(If applicant is under 18, the form must be signed by an adult) Relationship:** ...……………………………………..…..

***HOW TO APPLY***

Once you have checked that you fit the guidelines and meet the specific considerations stated on the application cover, the completed forms should be emailed to [community.grants@fife.gov.uk](mailto:community.grants@fife.gov.uk) or sent to the following postal address, for assessment and processing:

Community Grants,  
Community Investment Team  
Fife Council Communities & Neighbourhoods  
Rothesay House (F2 South),  
Rothesay Place,  
Glenrothes  
KY7 5PQ

For more information on the Community Sports Grant Scheme please contact Mandy Rossiter on 01592 583334 or email [community.grants@fife.gov.uk](mailto:community.grants@fife.gov.uk)

**Please ensure that you have enclosed all endorsements from Section 5**

**IMPORTANT NOTE**

**Please note that applicants will be allowed 2 consecutive awards, then a rest year will be expected before they can reapply for funding assistance.**