SPORT BEDFORD

GRANT APPLICATION FORM

MONEY FOR YOU and YOUR SPORT

PRIDE IN BEDFORD

Sport Bedford (SB) is a voluntary organisation that consists of representatives from a range of local Sports Clubs who meet to advise the Borough Council on local sporting issues. Sport Bedford is funded by the Bedford Borough Council, Sport England and Team Beds & Luton and is able to give grants on their behalf to applicants in three different categories:

- **Talented Sports People**
- **Coaches/Officials**
- **Disadvantaged Sports People**

There are a number of specific criteria that apply to each of the three award categories. The criteria are listed on the separate **Information for Applicants** leaflet that you should read before deciding which category of award to apply for.

WHAT NEXT?

Complete an Application Form

Once you have read the **Information for Applicants** leaflet and decided which category of grant award you wish to apply for you will need to complete this application form. The application form applies to all categories of award. Section A of this form should be completed by all applicants. Further sections should then be completed according to the award category you are applying for. (Please enclose any additional relevant information you feel will support your application). Copies of this form and an information can be dowloaded at www.bedford.gov.uk/sport

Send it back

Once you have completed this application form it should be returned to **Mr J.Lloyd, Treasurer, Sport Bedford, 22 Church End, Biddenham, Bedford MK40 4AR** ***email: i.lloyd2@btinternet.com***

Submission Deadlines / Time scales

Completed application forms will be considered by the Sport Bedford grants committee which meets after each full Sports Bedford meeting. Sport Bedford meetings are held on the **third Monday of each month** *(All applicants should be aware that meetings are* ***not held*** *in August or December)*

Completed application forms must be submitted to the Treasurer by the **Monday before the meeting** (the second Monday of each month) at which they are to be considered. Applications received after this date (the second Monday) will be considered at the following months meeting.

This process gives grant committee members the opportunity to review and consider all applicants fully and helps ensure that limited Sport Bedford funding is used effectively and equitably. In some circumstances it is possible for the Grants committee to consider applications that fall outside this normal schedule but this is rare and will only take place if there is genuine and justifiable reason that are agreed by the grants committee.

A decision is made

Applications are considered at each meeting of Sport Bedford which is held on the third Monday of each month (except August and December). All applicants will be informed of the outcome of their application by the treasurer. (If an award is urgent it is possible for Sport Bedford to consult their grants committee between meetings but this is only in exceptional circumstances).

Payment

Any award made will be paid by cheque to the applicant and sent to the address stated on the application form. Grants are not normally made in retrospect.

Monitoring

Sport Bedford would like proof of attendance on courses, a short report on progress against personal goals, details of achievements and proof of any equipment purchase. Failure to provide this information will disqualify the applicant from making future applications.

SECTION A — To be completed by all applicants

- Name .....
- Home Address .....

  .....
- Tel: home....., work....., mobile.....
- Email..... DOB .....
- Current School attended (if appropriate).....
- Name of the club/group you belong to (if appropriate) .....
- Name address and tel number of club/group secretary who will verify and approve your application (if appropriate) .....

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- How long have you been a member of the club/group.....
- Date of form completion ...../...../.....

Now please complete only the section that relates to the award category for which you are applying:
Section B — Talented Sports People
Section C — Coaches/Officials
Section D — Disadvantaged Sports People

SECTION B — Talented Sports People

What Sport do you participate in..... Amount of grant required.....

Reason for the grant.....

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Other sources of funding you are approaching (include details on any confirmed assistance) .....

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Does the National Governing Body of your sport provide any financial support (Please give details) . . . . .

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What support do you get from your club. . . . . .

What are you doing to help yourself. . . . . .

. . . . . .

What level are you performing at (National/International) . . . . . .

Please list recent personal achievements . . . . . .

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What are your personal performance targets/aims and how will this grant help meet them (please attach additional information as requested) . . . . . .

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Letter of support from the NGB indicating your potential to progress (please attach)

If you are appliying for an award in consecutive years please indicate what progression has been made.

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SECTION C — Coaches/Officials

What is your role/job within your club/group . . . . . .

Present qualification(s) . . . . . .

Qualification this course provides. . . . . .
Please indicate what level the couse is in relation to the coaching/officiating scheme within your sport

Outline of course (venue,name, organiser) . . . . . .

. . . . . .

Costs of attending (course fee, travel etc)..... Amount of grant required . . . . . .

How will you use your qualification. . . . . .

. . . . . .

. . . . . .

How have you been involved with the club/sport over the last 2 years and how do your expect to be involved over the next 2 years. . . . . .

SECTION D — Disadvantaged Sports People

Please outline the reason for requiring the grant and specify the disadvantage that you/your group have .

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How will the grant help you/your group provide improved sporting opportunities .....

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What are you/ your group doing to help yourself.....

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What other funding sources have you applied to.....

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Please outline the costs of your project.....

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Amount of grant required.....

Thank you for completing this form. Please return it to:

Mr J.Lloyd, Treasurer, Sport Bedford, 22, Church End, Biddenham, Bedford MK40 4AR

MORE DETAILS

If you would like to know more about the progress of your request or have any other queries/need more information please contact the Treasurer Mr J Lloyd at i.lloyd2@btinternet.com or telephone 01234 365776.