

# SPORT BEDFORD

# INFORMATION FOR

# GRANT APPLICANTS



Please read this information in conjunction with the Sport Bedford Application Form. It will help you decide which of the three grant award categories to apply for and outlines what information you should provide on your application form.

If you need any further details on applying for funds from Sport Bedford (SB) please contact the Sport Bedford treasurer on 01234 365776 or email Mr J Lloyd at: [i.lloyd2@btinternet.com](mailto:i.lloyd2@btinternet.com)

*You can request a version of this Information for Applicants form in an alternative format (larger font, Braille, audio tape of different language) by contacting our Equal Opportunities Department on 01234 227228*

## INFORMATION FOR ALL APPLICANTS

### How to apply

- Application forms are available from:
  - Bedford Central Library
  - The Bedford Borough Council Sports Development Unit 01234 718827
  - To download at [www.bedford.gov.uk/sport](http://www.bedford.gov.uk/sport)
- Applicants can normally only receive a grant once in any 12 month period. Unsuccessful applicants can reapply.

### Who can apply

- Grant categories are:
  - Talented Sports People
  - Coaches/Officials
  - Disadvantaged Sports People
- Applicants must live within the Borough of Bedford or represent a club based within the Borough.
- The sport must be recognised by Sport England. (see [www.sportengland.org](http://www.sportengland.org))
- Applications can only be received from individuals and not via clubs.

- Applicants should be within one of the three categories that Sport Bedford support. There is no age restriction in any category. Applicants for the "Talented Sports People" fund shall normally be aged 16 years or over and competing at or aspiring to compete at National level.
- The assistance of Sport Bedford, Bedford Borough Council and the Harpur Trust should be acknowledged where appropriate and highlighted on any publicity material. The Bedford Borough Council logo, Sport Bedford logo along with the Harpur Trust logo must be added to all printed material. The logos are available from the Borough Council Sports Development Unit.

### How much can you apply for?

- There is normally a limit of £200 or 50% of the total costs (whichever is the smaller). A full breakdown of costs must be provided.

*Please note that all applications which do not provide the full and complete details requested will be automatically rejected. If you require guidance please contact the treasurer (details above).*

## 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.

## GRANTS FOR TALENTED AMATEUR SPORTS PEOPLE

### The Background

- Funding is available to assist amateur sportsmen and women to reach their aims in search of excellence. Sport Bedford assists in the allocation of grants to talented individuals. Grants are available to assist with travelling expenses, training/coaching fees, and the purchase of specific items of sports clothing/equipment.

### Criteria

- The applicant's sport must have a governing body recognised by Sport England.
- Applicants should be competing at or aspiring to compete at National level with the potential to progress (this should be evidenced by a letter of support from the relevant NGB).
- Applicants will normally be 16 years or over on the 31st December of the year of application. However, all applications will be considered on their individual merits. (The committee will be mindful of the dangers of over training in young people and take this into consideration when making decisions.)
- Consideration can also be given to individuals who represent clubs based within the Borough and consequently raise the profile of the town/club.
- Grant awards for funding individuals to participate in National events, competitions and training organised by or required by the governing body concerned can be considered but will not be a priority.  
*(It is expected that bodies outside Bedford who are responsible for representative selection should be responsible for funding those it selects.)*

- Sport Bedford will not finance schools' competition, championships and training and is unable to offer grants to teams or groups of individuals forming a team.
- Applicants must not be in receipt of a National Lottery Talented Athlete Award.

### Priority

- Where funds are limited top priority will be given to an applicant who is a resident of Bedford, trains with and represents a Bedford club. If Bedford cannot provide appropriate facilities and/or training, consideration is given to those who have to train with and represent bodies outside the Borough.
- Priority will given to applicants who are able to demonstrate continuous improvement over the last 2 years.
- The degree of difficulty in achieving national recognition will be taken into account, e.g., it is far more difficult to be recognised in a sport with a high number of aspirants than it is in a sport with a few participants. Greater consideration will be given to those who also obtain support from their own or their family efforts.
- Any grant would normally be limited to 50% of the total costs or £200 (whichever is the smaller), but other needs would be considered. A breakdown of costs must be provided.

## GRANTS FOR AMATEUR COACHES / OFFICIALS

### Background

- To provide financial assistance for prospective coaches/officials in clubs lying solely in the bounds of the Borough of Bedford and offering their services to sport in the borough.
- To encourage formal basic qualifications in coaching/officiating for the development and protection of participants in sport. Special priority will be given to applicants who wish to coach/officiate young children.

### Criteria

- Applicants must be members of, have the support of and be coaching / officiating for a club in the Borough of Bedford and must offer their services for not less than a further two years in the branch of sport for which the grant was received.
- Level 1 & 2 courses only— No funding for level 3 or courses that are solely for financial gain.

- Courses of study and qualification must be recognised by the particular governing body of sport or by Sports Coach UK. Any grant would normally be limited to 50% of the course fees or £200 (whichever ever is the smaller), but other needs would be considered. A breakdown of costs must be provided.
- Any grant would be for those who would not gain income as a result of attendance on a course. Only one application will be considered in any one financial year.

### Priorities

- Those who wish to work with children.
- Those of proven commitment.
- Those who have shown potential coaching / officiating ability.
- Those whose financial need is greatest and whose club's financial need are greatest.

## GRANTS FOR DISADVANTAGED SPORTS PEOPLE

### The Background

- Funding is available to assist disadvantaged sports people increase their group / their own participation in sport. Help can be given to assist with the cost of specific events, purchase of equipment and hire of facilities

### Criteria

- The applicant's sport must have a governing body recognised by Sport England
- The applicant should outline the disadvantage clearly within the application form. The disadvantage could be; Physical, Economic or Social
- Top priority will be given to an applicant / group that is based in the borough of Bedford.