

# GRANT AID APPLICATION FORM - PART 1

Please read the section on 'Grant Aid' in the ACCESS Guidelines prior to completing your grant application

**SECTIONS A, B & C MUST BE COMPLETED AND RETURNED PRIOR TO ATTENDING THE COURSE**

**PLEASE COMPLETE IN INK AND BLOCK CAPITALS**

## *Section A - to be completed by applicant*

Name \_\_\_\_\_

Address \_\_\_\_\_

Postcode \_\_\_\_\_

Tel (day) \_\_\_\_\_ Tel (evening) \_\_\_\_\_

Specify sport \_\_\_\_\_

Please specify current qualification / status (e.g. instructor / helper etc.)

Length of coaching experience \_\_\_\_\_

Specify coaching award to be received if you are successful

Name and address of National Governing Body or Association

Are you in receipt of, or planning to apply for, any other Grant/Expenses or sponsorship in connection with this course ? YES / NO If Yes, please specify in detail \_\_\_\_\_

Do you receive any payment for coaching either individuals or clubs for taking any classes ?

Name, address, telephone number and contact person of the organisation running the course for which you are applying \_\_\_\_\_

Please complete the following :

Date	Name & Description of course	Estimated Costs			
		Accommodation inc. meals	Travel	Tuition	Total per course
<b>TOTALS</b>					

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

### **Section B - to be completed by your club / organisation**

I confirm that Mr/Mrs/Miss/Ms \_\_\_\_\_ (insert name) has been involved in a coaching capacity within \_\_\_\_\_ (insert club/organisation) for a period of \_\_\_\_\_ years and has indicated his/her willingness to continue to coach club members and the local community.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Status in Club/Organisation (e.g. Chairman, Secretary etc) \_\_\_\_\_

### **Section C - to be completed by a qualified senior instructor/coach**

I confirm that Mr/Mrs/Miss/Ms \_\_\_\_\_ (insert name)

a. is of the required proficiency level/standard to undertake the award being applied for.

b. requires to undertake a refresher / scUK (NCF) course to maintain the status quo of his/her instruction award

YES / NO (please circle)

YES / NO (please circle)

Signature \_\_\_\_\_ Date \_\_\_\_\_ Status (e.g. club coach) \_\_\_\_\_

PLEASE RETURN COMPLETED FORM TO :

Development Officers, Leisure Services, County Buildings, Market Street, Forfar, DD8 3WB - (01307) 475366

FOR OFFICE USE ONLY

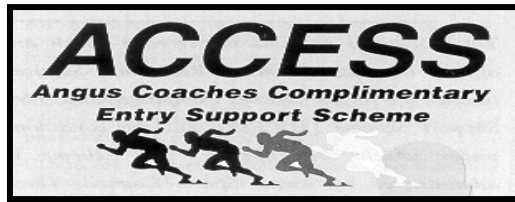
- Provisional Grant aid approved ( amount = £ \_\_\_\_\_ ) Comments \_\_\_\_\_

- Grant aid refused Comments \_\_\_\_\_

Signed ( Development Officer ) : \_\_\_\_\_ Date : \_\_\_\_\_

confirm that I have sanctioned the above decision with regard to this application

Signed ( Sports & Development Services Manager ) : \_\_\_\_\_ Date : \_\_\_\_\_



# GRANT AID APPLICATION FORM - PART 2

Please read the section on 'Grant Aid' in the ACCESS Guidelines prior to completing your grant application

**SECTIONS D & E MUST BE COMPLETED AND RETURNED WITHIN ONE MONTH OF COMPLETING THE COURSE**

**PLEASE COMPLETE IN INK AND BLOCK CAPITALS**

## Section D - to be completed by course tutor

I confirm that Mr/Mrs/Miss/Ms \_\_\_\_\_ (insert name) has completed the following course :

\_\_\_\_\_ on (date) \_\_\_\_\_

and has incurred the following expenses detailed below :

Description	Amount (£)	<b>This section must be completed in full and supported by receipts</b>
Accommodation		
Meals		
Travel		
Tuition / Course Fee		
TOTAL		

Signature \_\_\_\_\_ Date \_\_\_\_\_

Status in Club/Organisation (e.g. Course organiser) \_\_\_\_\_

## Section E - to be completed by applicant

I certify that any expenses/grants/awards/sponsorship from sources out-with Angus Council that I have received towards this course have been declared on the table below :

Award / Grant / Sponsorship Body	Amount of Award	Date of Award

I have enclosed all relevant receipts in support of my application and understand that the award cannot be greater than the provisional award made.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_