**Grant Aid Application Form**

Please read the conditions of Scottish Borders Disability Sports Group, Grant aid scheme prior to completing this form.

Please Check the Grant you are wishing to apply for:

Category 1: Individual Grant or Event/Competition Grant

Category 2: Special Projects or Specialist Equipment Grant

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **INDIVIDUAL APPLICANT** | | | | | | | | | | | | | | |
| Name: |  | | | | | | | | | | | | | |
| Address:  Postcode: | | | | | | | | | | | | | | |
| Date of birth: | | Phone: | | | | | | Mobile: | | | | | | |
| Email: | | | | | | | | | | | | | | |
| **DISABILITY:** | | | | | | | | | | | | | | |
| Please state your disability and cross below: | | | | | | | | | | | | | | |
| Ambulant with a Physical Impairment | | | | |  |  | | | | | | | | |
| Physical Impairment and uses wheelchair | | | | |  | Manual | |  | | Power |  |  | | |
| Hearing Impairment | | |  | Visual Impairment | | |  | | Intellectual Impairment | | | |  |  |
| **SPORT:** | | | | | | | | | | | | | | |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CLUB/ORGANISATION APPLICANTS** | | | | | | | | | |
| Club Name: |  | | | | | | | | |
| Address:  Postcode: | | | | | | | | | |
| Applicants Contact: | | Phone: | | | | Mobile: | | | |
| Email: | | | | | | | | | |
| **SPORT:** | | | | | | | | | |
| **Please Cross Below Targeted Group(s):** | | | | | | | | | |
| Physical Impairment | | |  | Visual Impairment |  | | Intellectual Impairment |  |  |

|  |
| --- |
| **ALL APPLICANTS TO COMPLETE** |
| Are you in receipt of any grant/expenses/sponsorship in connection with this application? (Please specify in detail) |
| Are you intending to apply for grant assistance from another source(s)?  YES / NO |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **FOR INDIVIDUAL GRANT – CATEGORY 1** | | | | | |
| Please fill in the table below, outlining, session, coaching or equipment costs associated with your new anticipated sporting or exercise activity; | | | | | |
| **Date** | **Description of Sport or exercise activity** | **Costs** | | |  |
|  |  | Session | Coaching | Equipment | Total |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Total Cost:** | |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **FOR COMPETITON/EVENT GRANT – CATEGORY 1** | | | | | |
| Please fill in the table below, outlining entry, travel and accommodation costs associated with your competition or event; | | | | | |
| **Date** | **Description of all competitions / events** | **Costs** | | |  |
|  |  | Entry Fee | Travel | Accommodation | Total |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Total Cost:** | |  |  |  |  |

|  |
| --- |
| **FOR SPECIALIST EQUIPMENT/ PROJECT – CATEGORY 2** |
| **Please Note:** Applicants must detail below how the grant will be used and how this will develop the club/individual.  Please detail any income/sponsorship received in respect to the total cost of the project or equipment.  The chairperson (Club) or a referee (individual) must be able to verify this application. |
| **Details:** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **FOR SPECIALIST EQUIPMENT/ PROJECT – CATEGORY 2** | | | | |
| Please fill in the table below, outlining costs associated with your specialist equipment or project; | | | | |
| **Date** | **Description of project or specialist equipment** | **Costs** | |  |
|  |  | Project | Specialist Equipment | Total |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Total Cost:** | |  |  |  |

|  |  |  |
| --- | --- | --- |
| **DECLARATION** | | |
| I have read and understood the conditions of grants. I understand that any misinformation will result in the rejection of this application. | | |
| Signature of Applicant: | Print Name: | Date: |
| ***Club Applicants*** | | |
| Signature of Club Official: | Print Name: | Date: |

Please return completed Grant Aid Form to: Alan Oliver, Disability Sport Development Officer,

Live Borders, St Mary’s Mill, Level Crossing Road, Selkirk, TD7 5EW.

Alternatively, E-mail directly [aoliver@liveborders.org.uk](mailto:aoliver@liveborders.org.uk)

**Grant Aid Application**

**General Information and Guidance Notes**

**Scottish Borders Disability Sports Group** is committed to supporting individuals and community sports clubs or organisations across the Scottish Borders by continually promoting the development of sport and physical recreation among people with physical, sensory or learning disability.

To deliver on this key objective, **Scottish Borders Disability Sports Group** has launched their Grant Aid Scheme. The purpose of this scheme is to offer financial assistance to individual participants with a disability and for sport clubs or organisations to further progress their sporting development and/or enhance disability opportunities at club level.

The hardest part of participating and transitioning in sport as an individual with a disability, is the stigma attached to and the perceptions people have of those with disability. However, we constantly strive to break down those barriers and this grant opportunity is one avenue in increase sporting participation throughout the Scottish Borders.

To apply, applications are made through the attached **Scottish Borders Disability Sports Group Grant** **Application form.** All completed forms will be presented to the group’s committee for consideration.

**There are 2 categories of Grants that can be awarded for the following purposes:**

**Category 1:-**

**Individual Grant - max £300 per annum:** Scottish Borders participants with a disability who are interested in attending sport sessions or specific activities designed to enhance participation amongst individuals with a disability (club or organisation led). This is intended for participants starting out in disability sport and not for participants already competing at regional or national level. We will try to redirect such applicants to more appropriate funding sources.

**Competition/Event Grant – max £300 per annum:** Individuals who are interested in competing at local, regional or national events, to assist with the strains of travel costs, accommodation and entry fees. This would include events set up to enable disabled athletes to try out multiple sports. Original receipts must be retained and submitted in order to claim the grant award.

**Category 2:-**

**Special Projects – max £300 per annum:** Grants are agreed for projects/events undertaken by affiliated clubs or organisations to encourage participation and/or to organise and run a disability event / festival in their particular sport. Clubs must be able to indicate the purpose of the project and to submit a detailed programme of activities including projected budget.

Examples of development grants that we can support include open days, come and try events, sports festivals, new disability club sections, and competition events.

**Specialist Equipment - £100 > £300 per annum:** The aim of this grant will be to award Disability Sports Clubs or individual applicants with funds towards the purchase of specialist equipment. This will only be awarded where the applicant shows that the equipment is essential to their/club sporting training sessions, and that equipment will be used for the sole purpose of sport participation.

**Conditions of Grant**

1. It is mandatory for all applicants to be members of **Scottish Borders Disability Sports Group**. However the SBDSG are able to assist clubs and individuals to join SBDSG who are not already members.
2. It is the responsibility of the applicant to maintain relationship for 12 months**,** informing **Scottish Borders Disability Sport Group** on Individual / club or organisation development. If this is not adered to, future grant applications may be refused.
3. Clubs and organisations **must** provide a copy of the previous years audited accounts and club constitution prior to the grant being considered.
4. Individual applicants applying **must** have a legitimate disability as defined by Scottish Disability Sport. In exceptional circumstances, we may seek clarification.
5. Applicants may apply for several grants in one financial year or may submit one application for multiple courses or competitions up to the maximum allocation per annum.
6. Claims for assistance which relate to less than £50 total expenditure will not be considered.
7. All applications, except individuals, must be signed by the chairperson of the club / organisation. Cheques will be made payable to the club/organisation only. A copy of the award letter will be sent to both applicant and their club/organisation secretary.
8. Successful grant awards must be claimed within 12 months of award being approved.
9. Applications will fail if:
10. They are not fully completed and signed by the appropriate official.
11. The application does not satisfy non-professional status.

Applications will not be considered **retrospectively,** therefore, the application must be received prior to to the event/course/training taking place. Excluding **Competition Grant –** as accurate expenditure figures are required for applicants to be successful.

1. Subject to all criteria being met, notification of provisional award will be made in writing as soon as possible after submission. The final grant paid out cannot exceed the provisional award.
2. **A Expenditure Form** will be sent to the applicant once the grant has been approved by the committee. Within 3 months of completion of the course or project the **expenditure form** must be returned to **Disability Sport Development Officer,** with all the supportive receipts, copies may be accepted, otherwise the grant cannot be awarded.
3. In the event of a false claim being made, the awarded grants must be returned in full **to Scottish Borders Disability Sports Group.**
4. **Individual athletes** must be resident in the Scottish Borders regardless of where they train and **Club projects** must provide their services within the Scottish Borders.
5. All applications for grants, awards or sponsorship from any other source must be declared on the application form.
6. If an applicant is receiving financial assistance from other sources, **Scottish Borders Disability Sports Group** may opt to provide a smaller donation. Applications receiving grants from other sources e.g. Awards For All etc for the specific application are not eligible if the combined awards will exceed the expenses incurred by the applicant.
7. **Scottish Borders Disability Sports Group** will consider all grant applications on their merits using the above conditions and are under no obligation to offer a grant to any or all applicants. No discussion or correspondence will be entered into with regard to refusal or of the size of grant award. All grants will be considered at the discretion of the Committee.