



Caithness Sports Council



GRANT APPLICATION FORM

For terms and conditions please refer to **Grant Application Guidance Notes**.

Section 1	Contact Details (To be completed for ALL applications. The contact named below must be able to answer all the questions relating to this application)	
Club Name		
Club Website		
Contact's Name		
Contact's Address		
	Postcode	
Telephone Number		Work / Home / Mobile
E-mail Address		

Further Instructions

After completing **Section 1** above, continue on to complete **only the specific section** relevant to your application (see below), before completing [Sections 7 - 10](#) to finish.

Travel Grant
Coaching Grant
Equipment Grant
Discretionary Grant
Excellence Grant

[Section 2](#)
[Section 3](#)
[Section 4](#)
[Section 5](#)
[Section 6](#)

For Official Use Only			
Date Received:			
Grant Number:		Amount Paid:	
Amount Offered:		Cheque Number:	

Section 2		Travel Grant				
Purpose		Financial assistance may be offered to assist members of affiliated clubs / associations to enable them to travel to sporting events, normally competitions, outside Caithness. Such assistance will help cover the cost of transport, accommodation and food.				
2(a)		Venue, Location and Event Details				
Name of Event						
Status / Type						
Venue						
Number of Participants		Junior		Adult		
Number of Attendees		Junior		Adult		
Travelling Dates						
Competition Dates						
Transport (Type & Number)						
Does the competition / event award money / gifts to winners or competitors?		Yes / No		If Yes, please provide details of all prizes / gifts below. Do not include competition / event trophies.		
		Details of competition prizes / gifts (e.g. money, vouchers, etc.)				
2(b)		Costs (All costs must be based on current Caithness Sports Council rates)				
Transport		Mode of Travel		Mileage		£
Accommodation						£
Food						£
Other Expenditure (Give details)		1.				£
		2.				£
		3.				£
TOTAL EXPENDITURE					£	

Proceed to [Section 7](#)

Section 3	Coaching Grant			
Purpose	Financial assistance may be offered to assist members of affiliated clubs / associations who wish to send members to a recognised course of training and / or assessment, either to become a recognised / qualified teacher, instructor, coach, or to improve or update existing skills or qualifications			
3(a)	Course Details			
Course Title				
Organising Body				
Venue				
Dates				
Numbers Attending	Senior		Junior	
Course Fees	Senior		Junior	
Course Fees Sub-Total £				
Travel	Method		Mileage (if car used)	
Travel Sub-Total £				
Accommodation and Food	Is the course fee inclusive of meals & accommodation			Yes / No
If No then complete	Total Food Costs £		Total Accommodation Costs £	
Accommodation & Food Sub-Total £				
TOTAL EXPENDITURE £				
If you successfully complete the course, are you willing to give a commitment to assist with coaching or training of other member Clubs?				Yes / No

Proceed to [Section 7](#)

Section 4	Equipment Grant	
Purpose	Financial assistance may be offered to assist members to purchase sporting equipment.	
Proposed Purchases		
Item	Cost (£)	
	TOTAL	

Proceed to [Section 7](#)

Section 5	Discretionary Grant		
Purpose	Financial assistance may be offered to members of affiliated clubs / associations to enable them to promote or develop sport in its widest sense including organising a special event (e.g. come and try session). Also included is organising a coaching course in Caithness.		
5(a)	Reason for Application		
<i>Tick as appropriate</i>			
Attending a special event	<input type="checkbox"/>	Organising a special event	<input type="checkbox"/>
Organising a coaching course	<input type="checkbox"/>	Special Purpose	<input type="checkbox"/>
Sports Development	<input type="checkbox"/>	Come & Try	<input type="checkbox"/>
Please give information on the Event (what, when and where)			
5(b)	Course Details		
Course Title			
Organising Body			
Venue			
Dates			
Name(s) of Coach(es)			
Coach Qualification(s)			

5(c)		Course Finances				
INCOME						
Numbers Attending		Senior			Junior	
Course Fees (each)		Senior			Junior	
Other Income (e.g. Grant Aid, Sponsorship, etc.)					£	
					Total Income £	
EXPENDITURE						
Coach(es) Expenses						
Accommodation					£	
Meals					£	
Travel (Give details below)		Mode		Mileage	£	
National Body Fees (If any)					£	
Hire Charge for Venue(s)					£	
Other Expenditure (Give details)						
1:					£	
2:					£	
3:					£	
4:					£	
					Total Expenditure £	
COURSE DEFICIT (Total Income - Total Expenditure)					£	

Proceed to [Section 7](#)

Section 6		Excellence Grant					
Purpose		Financial assistance may be offered to assist members of affiliated clubs / associations who achieve a high level in their chosen sport and are selected to train or compete with or for a region or National training Squad. The assistance is to help towards the expenditure involved in attending training sessions or competing in events associated with the teams or squads.					
6(a)		Nominated Sports Person(s)					
Name		Selected for					
6(b)		Costs					
Date	Venue	Competition	Accommodation	Travel Distance	Travel Costs	Food	Training Fees
TOTALS (Complete all)							

Proceed to [Section 7](#)

Section 7	Supporting Information
<p>Please give other information to support the application (continue on a separate sheet if necessary).</p>	

Section 8	Funding	
<p>Has an application been made to any other organisation for support e.g. Sport Scotland, National Governing Body, private company? This should include 'in kind' offers of support.</p> <p>If Yes give details below:</p>	<p>Yes / No</p>	
<p>Source</p>	<p>Amount (£)</p>	<p>Confirmed?</p>
		<p>Yes / No</p>
		<p>Yes / No</p>
		<p>Yes / No</p>

Section 9	Further Club Information	
Does the Club have a Child Protection / Vulnerable Adult Policy		Yes / No

Section 10	Declaration	
I have read and understand the conditions of offer of assistance and I agree to abide by these conditions. To the best of my knowledge and belief the information given in this application is correct.		
Signed		
Official Capacity		
Name		
Date		

Please send all completed applications to;-

**Caithness Sports Council
c/o 8 Henrietta Street,
Wick, Caithness KW1 4DJ**