

# Believe Talend Fund Application Guidelines



For maximum grants up to £500

If you need advice or support to complete your application form please contact:

**Telephone: 01942 828261**

**Email: [tellus@bewellwigan.org](mailto:tellus@bewellwigan.org)**

Please read this information carefully before completing the application form. Please note once you begin the application form you cannot save it. Please be familiar with the questions and have any supporting documents ready to upload.

## What fund are you applying to?

The Fund is open to those athletes who are deemed to be of national standard or those that have the potential to reach national standard within 1 year of submitting your application, as deemed by the respective National Governing Body. Funding can help with travel, accommodation, competition/training fees and equipment.

## Who can apply?

To be eligible you must:

- Be aged between 11 and 24, (exception to this is Gymnastics, as this sport is recognised by Sport England as being an early specialisation sport). Disabled athletes outside of this age range are also eligible to apply
- Be an athlete within a sport recognised by Sport England - [See a list of Sport England recognised sports](#)
- Reside in the Wigan Borough\* and be in need of financial assistance to help you achieve your full potential.

\*Applications may also be considered from athletes, that meet each of the above criteria, but that reside outside of the Wigan Borough where they are deemed to make an exceptional and direct contribution to grassroots sport within the Wigan Borough. These athletes must train/be affiliated to a sports club within the Wigan Borough.

## How much can you apply for?

The maximum grant request that will be considered is **£500**.

If you are successful in your application and awarded less than £500, you may be eligible to apply for further funding within a 12-month period to bring you up to the £500 maximum. Before any further applications can be considered, you must have satisfactorily completed and returned an End of Grant form.

## Emergency applications

Applications for grants up to **£200** are for **genuine emergencies or time critical requests only**. Applications will be processed within 20 working days once all the information has been received. Please note that this is a very limited funding stream that has been designed to react swiftly to time critical emergency requests only. You must contact the Be Well team on 01942 828261 prior to submitting a fast track application.

## What we CAN and CANNOT fund

### Priority is given to applicants that:

- Are struggling to reach their potential due to a lack of financial support.
- Do not have access to other sources of funding.

- Family circumstances prevent progress due to rising costs associated with standard.

Please be aware, there is a limited amount of funding available. All applications will be judged on their merits by an independent panel.

### **Who / What CANNOT be funded?**

- Individuals who are in receipt of World Class Athlete Programme, TASS, SportsAid or Backing the Best funding:
  - **Talented Athlete Scholarship Scheme (TASS)** -TASS is a Sport England-funded partnership between talented athletes, education institutions and NGBs. The scheme helps athletes in education (aged 16 plus) to get the best from their sporting and academic careers
  - **SportsAid** - SportsAid is a national charity which supports aspiring international athletes (the vast majority are aged 12 to 18) by providing them with a financial award to help towards training and competition costs
  - **Backing the Best** - Backing the Best is a Sport England scheme (managed by SportsAid) which supports the families of aspiring athletes in the early stages of their career, who might feel competitive sport is out of their financial reach.
- Costs relating to coaching expenses/professional fees
- Costs relating to Gym Memberships
- Costs relating to food/refreshments unless directly associated with accommodation costs
- Costs relating to items for enhancements i.e. supplements
- Athletes living outside the Wigan area\*
- Retrospective Grants i.e. events/activities that have already taken place or for items that have already been paid for
- Healthcare costs, rehabilitation costs and any associated professional fees (i.e. physio treatments)
- More than one application at any one time for the same project
- Professional fees i.e. personal coaches.

### **How to complete the application form**

Please complete all sections of the application form, even if you are enclosing supporting or corresponding information, as this will speed up the assessment process. If your application is incomplete this will delay the processing of your application.

### **Section 1: Mainstream or Emergency**

Please indicate if you are applying for the mainstream round of up to £500 support over a 12-month period from the application approval or if you are applying for Emergency funding of up to £200 for an upcoming cost before the next application deadline.

### **Section 2: Contact details**

Please give all your contact details accurately as we aim to keep our records as complete as possible. We will try and communicate via the email address and/or phone number you provide to ensure the swift progress of your request.

Please put the name of the athlete, DOB and address, though contact number and email can be a parent/guardian for correspondence.

Please complete your current level and achievements in full to give the panel a good indication of performance standard, progress and commitments.

### **Section 3: Your Club**

Please provide the name of the club, address, a committee member/official and their contact details.

### **Section 4: Financial Need**

Please tick all the circumstances that apply to your family.

Please explain in as much detail the financial costs associated with the sport, how the increase in financial demand may affect your progress and how this funding will help you progress.

This section is important as the panel will look favourable on athletes who demonstrate a need.

### **5: Amount Requested**

Please provide a detailed breakdown and itemised list of what the funding will go towards. Please note this will be for costs associated to National Governing Body, event selections, qualifiers and any competitions for National standard or potential to be National standard.

Have a clear budget breakdown. If your budget totals more than £500, the maximum award will still be £500.

Example budget breakdown would be:

- Travel Expenses – British Champs London – August 2022 - £75
- GB kit – British Championships London – August 2022 - £180
- New Pole Vault – Indoor Championship season 2022 - £320

**Total: £575**

You cannot apply for funding for events/activities that have already taken place or for items that have already been paid for. Receipts will be required at the end of the grant.

## **6: Athlete requirements**

A condition of receiving funding will be to volunteer time, to help bring recognition to the fund and to support local activities and events. Athletes may be asked to fulfil each or all of the following (volunteering will be subject to a satisfactory risk assessment).

- Appearance in press/web release (ages 11-24)
- Appearance at up to three events/activities (ages 14-24)
- Complete at least 6 hours sessional volunteering and 2 hours event volunteering (ages 14-24)
- Attendance at Annual Believe Sports Awards (ages 11-24).

Please state if you undertake any volunteering at present and what it entails. But also as part of your give back, what type of volunteering you may be interested in or willing to do. We do expect this volunteering takes place outside a usual club night or volunteering session that already takes place to allow athletes to engage with new audiences.

## **Timescales**

Please be realistic about the speed at which we can provide you with a decision. Unless you are applying through our 'Emergency' application process, (grants up to £200) it can take up to 6 weeks from the deadline before we can inform you of a decision. We endeavour to turn around all requests as quickly as possible, however you must take note of the respective closing date when planning your activity.

## **What happens next?**

1. Your completed application form will be sent to [tellus@bewellwigan.org](mailto:tellus@bewellwigan.org) and remember to include/forward any supplementary information.
2. We will contact you to confirm receipt of your application and advise if further information is required.
3. Following receipt of all information requested your application will be passed on to an independent panel for consideration. The panel will decide if your request can be funded.
4. We will then contact you to advise you on the panel's decision and, if successful arrange BACS payment to the selected Sports Club/NGB.
5. Successful applicants will frequently be emailed volunteering opportunities of which they are expected to give back at least 6 hours or 3 activities worth of time.
6. Photographs may be taken at volunteering events to be used on social media, marketing materials and in press releases by accepting the grant you agree to these conditions unless otherwise agreed with Wigan Council.

7. Athletes to remain in contact throughout the funding year with updates, progress and images. A feedback form needs to be completed at the end of the 12 months funding. Along with receipts.

## **Support and advice**

If you are unsure as to whether you are eligible to apply for a Believe Talent Fund grant or require support with your application form, please contact [tellus@bewellwigan.org](mailto:tellus@bewellwigan.org) or telephone: 01942 828261.