



Swim England
West Midlands
GRANT AID APPLICATION FORM

APPLICANT DETAILS:

Name of club:.....

Name of applicant:.....

Swim England Registration Number.....

Address:.....

..... Postcode.....

Phone No.....Email.....

No. of years/months teaching /coaching at the above club.....

No. of hours teaching/coaching per week at the above club.....

Is the teaching/coaching paid or voluntary (for monitoring purposes only)

SwimMark status of club: Accredited

(please tick box)

COURSE DETAILS:

ASA course title & level:.....

Dates:.....

Venue:.....

Name of Tutor (if known).....Total course fee

Have you applied for funding towards this course from another source? Y / N

(i.e. Club / County Sports Partnership)

If Y please indicate how much?.....source:.....

Signed (Applicant):.....Date:.....

Please note that grant aid will be paid by BACS to the Swimming Club

CLUB SECRETARY DETAILS:

Name of Club Secretary:.....

Address:.....

.....Postcode:.....

Phone No:.....Email:.....

I confirm that the above applicant is a current teacher/coach at the club for hours per week.

Authorised by Club Secretary (please sign):.....

Date:.....

<p>Please send completed application to: Swim England West Midlands Unit 7 Basepoint Business Centre Isidore Road Bromsgrove Enterprise Park Bromsgrove Worcs B60 3ET</p>	<p>Swimming Club Bank Details Name of Bank</p> <p>Name of Account</p> <p>Sort Code.....</p> <p>Account Number.....</p>	<p>Office use only Club Officer approval.....</p> <p>Office approval.....</p> <p>Amount of grant aid.....</p>
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GRANT AID PROCEDURE

- Complete application form with signatures from applicant and club secretary.
- Return form to Swim England West Midlands Office at least 1 week before the start of the course.
- Receive 'Notification of Grant Aid Form' detailing amount of grant awarded.
- On completion of course, return 'Notification of Grant Aid' Form, with receipt attached & tutor signature, to Swim England West Midlands Office.
- Grant Aid paid to club via BACS.

GRANT AID CRITERIA

Available to:

1. Coaches and Teachers from a club who have SwimMark Essential accreditation.

Grant Aid is limited to:

1. Level 1, Level 2 and Level 3 Coaching courses, all disciplines and including RPL courses.
2. Level 1 and Level 2 Teaching courses.
3. Tutorial and assessment fees only.

Grant aid will not be given for:

1. Courses already fully funded through another source.
2. Non ASA /Swim England courses.
3. Helper courses.
4. Pre-fundamental courses.
5. Travel, accommodation or subsistence associated with the intended course.

Other information:

1. **Grant Aid will not be paid retrospectively. Forms must be received a minimum of 1 week before the course start date or when registered for RPL. Forms received later than 1 week before the start of a course will be rejected.**
2. All grant applications will be approved by the relevant Club Development Officer before being approved by the Regional Office.
3. Applicants must have been a member of the associated club for a minimum of 3 months prior to the course start date.
4. Clubs applying for Grant Aid must actively support the activities and competitions run by the Swim England West Midlands. The Region retains the right to reject applications from clubs not supporting these activities.
5. Grant Aid is not available to teachers from a Learn to Swim programme that operates as a commercial business, even if linked to an affiliated club.
6. Grant Aid is not available to those clubs who cannot demonstrate a need for the qualification or workforce within their SwimMark submissions – Element 1 and/or Element 4.
7. If a club, who has had grant aid confirmed, loses their SwimMark accreditation before the time of a course starting the region reserve the right to withdraw any or all grant aid offered.
8. **Grant Aid is limited to a maximum of 50% towards the cost of a coaching course and 25% towards a teaching course.**
9. Grant Aid will only be paid on completion of the course, following receipt of the 'Notification of Grant Aid' form with tutor signature and receipt.
10. All Grant Aid will be paid to clubs through the club secretary, no Grant Aid will be paid directly to the applicant.
11. Swim England West Midlands is not in a position to provide double funding for grant applications. All sources of funding will be taken into account prior to determining the amount of funding awarded.
12. The Region retains the right to offer less than the maximum amount depending on current budgetary constraints.
13. The Region will withdraw the grant offer if it is not claimed within 6 months of the course end date.