



*The Local Improvement Scheme:*  
**Talented Athletes Fund**

**Application Guidelines 2018-19**

The closing date for applications is:  
**Monday 15<sup>th</sup> October 2018 (5pm)**



## **Local Improvement Scheme: Talented Athletes Fund**

### **Introduction**

The Local Improvement Scheme contributes to making Nottinghamshire a great place to live, work, visit and relax – which is at the heart of the [Council Plan 2017-21](#)

The Talented Athletes Fund is part of the wider Local Improvement Scheme and the aspiration of the Talented Athletes Fund is to assist talented athletes residing in Nottinghamshire to overcome some of the financial barriers which can exist when an athlete is competing for his / her country.

Awards will be made to successful applicants to help with costs such as travel, training, accommodation, competition fees, equipment, coaching and other specialist support deemed appropriate by the Sport's Governing Body. The maximum Talented Athletes award is £400 in any financial year.

This document outlines:

- The eligibility criteria - including information about the National Governing Body (NGB) endorsement which must be submitted with your application;
- The conditions of the award (if your application is successful);
- How to apply.

You will also find information about the assessment and decision process and 'Frequently Asked Questions' (FAQs) in Appendix 1 and Appendix 2 respectively.

**Applicants are strongly encouraged to read this document in full before applying.**



## Local Improvement Scheme: Talented Athletes Fund

### Eligibility Criteria

- a) Applications to this fund will only be accepted from individuals whose permanent home address is located within Nottinghamshire (*applicants who live in Nottingham City are **not** eligible to apply*).
- b) The applicant must also compete in a sport and discipline that is recognised by Sport England and governed by a National Governing Body (NGB) that is also recognised by Sport England ([www.sportengland.org/our-work/national-governing-bodies/sports-that-we-recognise/](http://www.sportengland.org/our-work/national-governing-bodies/sports-that-we-recognise/)) or a National Disability Sports Organisation ([www.englandathletics.org/disability-athletics/disability-sports-organisations](http://www.englandathletics.org/disability-athletics/disability-sports-organisations)).
- c) Applicants should have represented his / her country within the last 12 months and/or be **nationally** ranked within the **top 5** in their age group (or, for a team sport, the athlete should be a regular member of a **national** team / squad). **Applicants must submit an endorsement from their NGB to confirm this criteria. Please see below for further information about the NGB endorsement.**
- d) If the talented athlete is under 16 years old, a responsible adult must complete the application on their behalf.
- e) Applications received from individuals over the age of 18 will only be considered if they are competing in the **sports elite talent pathway**. Please note that applications received from Veteran, Masters or adult age group standings will **not** be considered.

### National Governing Body (NGB) Endorsement

- a) Applicants must contact their NGB to request an endorsement (i.e. a written statement) to confirm:
  - that the athlete has competed for his / her country within the last 12 months prior to the closing date for this funding round.

*And / or*

  - the athletes' national ranking (or national team / squad membership for team sports); *and* age group;
- b) The endorsement must be signed by an authorised representative of the NGB and should include a contact email address and phone number in case of query. A template with suggested text can be downloaded from the Nottinghamshire County Council Talented Athletes webpage: [www.nottinghamshire.gov.uk/talented](http://www.nottinghamshire.gov.uk/talented)
- c) The applicant must submit the endorsement from their NGB with their application form.

### Please note that:

- If you cannot find the NGB you are looking for, **Active Notts** can assist with identifying the relevant contact for your recognised sport. Please email Active Notts at: [info@activenotts.org.uk](mailto:info@activenotts.org.uk),
- If the applicant already has a named contact for a specific talent programme, you can ask the talent programme contact person to provide the endorsement in line with the requirements outlined above.
- The endorsement **cannot** come from the athletes' coach.



## **Local Improvement Scheme: Talented Athletes Fund**

### **Conditions of the award (summary)**

Successful applicants will be required to sign a **Talented Athletes Funding Agreement\*** which means that athletes in receipt of funding will be expected to:

- Provide appropriate recognition to Nottinghamshire County Council in any media coverage received by the individual.
- Act as a Sporting Ambassador for Nottinghamshire (as requested).
- Attend an agreed number of events to promote sport within the County.
- Allow photographs to be taken for promotional purposes. These images may appear in the County Councils' printed publications, website and local press relating to the funding scheme.
- Provide information / updates about achievements for the duration of the Talented Athletes Fund Agreement as and when requested
- Complete a monitoring report (to include feedback about their achievements) at the end of the Talented Athlete Agreement term.
- Complete an expenditure statement at the end of the Talented Athlete Agreement term, to confirm how the grant has been spent. Please note that Nottinghamshire County Council reserves the right to reclaim any grant money that is deemed not to have been used against agreed eligible costs.
- Retain all receipts for the grant expenditure for at least 2 years and, if requested, submit grant receipts to Nottinghamshire County Council.

**\*The Talented Athletes Fund Agreement is normally issued for a period of 12 months. If the athlete is under 16 years old, the responsible adult who completed the application must sign the Agreement on their behalf.**

### **Short summary of a sample application:**

An athlete who resides in Nottinghamshire, competes in a sport and discipline that is recognised by Sport England and governed by a National Governing Body (NGB) that is also recognised by Sport England. The athlete has represented England on a number of occasions over the past 12 months and has been invited onto the GB Olympic 2020 sports programme. The athlete is ranked number 3 in Great Britain and applies to the Talented Athletes Fund to request a contribution towards the additional training and travel costs associated with being an elite athlete.



## Local Improvement Scheme: Talented Athletes Fund

### How to Apply

If you meet the eligibility criteria outlined in this document and wish to apply, you must:

- a) Complete an **application form**.
- b) Request a **written endorsement** from your NGB.
- c) Email both documents (the application form and the NGB Endorsement) to: [LIS@nottscc.gov.uk](mailto:LIS@nottscc.gov.uk) by the closing date.

### Important notes:

- The applicant must submit a written endorsement from their NGB with their application form.
- It may take some time for the NGB to complete the endorsement, therefore it is **strongly recommended that applicants request their NGB endorsement straight away** – remember to follow the NGB endorsement guidelines as stated on page 2 of this document.
- When emailing your application, in the subject title please type:  

‘Talented Athletes Application – [Athlete Name]’
- To be considered, your application must be received by the closing date: **Monday 15<sup>th</sup> October at 5pm**.
- Information provided in your application will be subject to the Council’s Information and Data Quality Policy. The Local Improvement Scheme Privacy Notice (which explains how we use information about you and how we protect your privacy), is available on the Council’s website: [www.nottinghamshire.gov.uk/talented](http://www.nottinghamshire.gov.uk/talented)
- All applications received by the Communities team will be acknowledged by email. If you do not receive email confirmation of your application within 5 working days of submission, or, if you have any questions, please contact the Nottinghamshire County Council Communities team:
  - Email: [LIS@nottscc.gov.uk](mailto:LIS@nottscc.gov.uk)
  - Phone: 0115 977 2041
- Only information provided on the official designated application form and NGB endorsement will be considered. If additional information is required, the Nottinghamshire County Council Communities team will contact the applicant.

### **How to access the Talented Athletes application form and the NGB endorsement template:**

**The application form and the template for the NGB endorsement are available to download from the Nottinghamshire County Council website where you accessed this document:**

**[www.nottinghamshire.gov.uk/talented](http://www.nottinghamshire.gov.uk/talented)**



## Local Improvement Scheme: Talented Athletes Fund

### Appendix 1: The Assessment and Decision Process:

All applications will go through the Councils' assessment process. The assessment considerations include:

- Information provided in the application form, for example:
  - Does the applicant meet the eligibility criteria for this fund?
  - The athlete improvement and achievements over the past twelve months. If no improvement and / or no achievements are demonstrated, a grant may not be awarded. However, if, in the application form, an acceptable explanation is provided, the Council may take into the consideration the circumstances which resulted in no improvement / no achievement.
  - The performance goals – are they appropriate / realistic for the athlete?
  - The information provided in section C of the application form which asks for additional information about the athlete
  - Is the application completed in full?
  - Does the application provide sufficient, clear information?
- Has the applicant submitted a satisfactory endorsement statement from their NGB as requested?
- Has the applicant previously received a Nottinghamshire County Council grant? Please note that this is a competitive funding scheme and the funding is discretionary and limited; therefore, priority may be given to applicants who have not previously received financial assistance from Nottinghamshire County Council.
- For athletes previously in receipt of Talented Athletes funding, the Council may also consider whether the athlete provided a timely and satisfactory monitoring report.

### Application assessment and approval:

- a) Applications will be assessed in order to make recommendations for funding.
- b) The Communities and Place Committee will consider the recommendations and approve applications for funding.
- c) After the applications have been approved by the Communities and Place Committee, the Council will:
  - publish the outcome of the application round on the Council's website and through other media;
  - email all applicants to confirm the outcome of their application.

### Please note that:

- Grants cannot be awarded retrospectively. Therefore, for successful applications, the grant payment will be made *after* the Talented Athlete Fund Agreement has been signed by both parties. If financial commitments are made before the start of the Agreement, applicants do so at their own financial risk.
- The Talented Athletes Fund is discretionary funding and usually attracts a high level of interest; as such, it is a competitive process and submitting an application does not guarantee funding. Also, if the application is successful, the amount requested may not necessarily be the amount awarded.
- Only one application in any financial year will be considered from each athlete.
- The Council is not obliged to consider applications received after the closing date/time.



## **Local Improvement Scheme: Talented Athletes Fund**

### **Appendix 2: Talented Athletes Frequently Asked Questions (FAQs)**

**Q1. I live in Nottingham City can I apply?**

No, you will need to check the Nottingham City Council website for details of any Talented Athletes Fund (or equivalent), that they are currently operating. [www.nottinghamcity.gov.uk](http://www.nottinghamcity.gov.uk) or, check the Active Notts webpage: <https://www.activenotts.org.uk/bursary--sponsorship-grants-for>

**Q2. I live outside Nottinghamshire but compete for a club in the County can I apply?**

No, the Talented Athletes Fund is for athletes residing in Nottinghamshire. If you do not live in Nottinghamshire, you will need to check with your own local authority area to see what grant programmes they are currently operating (if any).

**Q3. I'm not sure if my sport is recognised how can I find out?**

Sports officially recognised by Sport England are located via the following link: <http://www.sportengland.org/our-work/national-work/national-governing-bodies/sports-that-we-recognise/>

**Q4. I'm not sure if my sport's National Governing Body is recognised by Sport England, how can I find out?**

Details of National Governing Body contacts are available online from Sport England: <http://www.sportengland.org/our-work/national-work/national-governing-bodies/sports-that-we-recognise/>. If you can't find what you are looking for, please email Active Notts who can assist with identifying the relevant NGB for your sport: [info@activenotts.org.uk](mailto:info@activenotts.org.uk)

**Q5. I'm not sure who my National Governing Body contact is – how can I find out?**

Please email Active Notts who can assist with identifying the relevant NGB for your sport: [info@activenotts.org.uk](mailto:info@activenotts.org.uk)

**Q6. I was successful in applying for a Talented Athletes Fund previously, can I apply this year?**

Yes, although receipt of funding in previous years does not guarantee that your application will be successful in this round. Applications will be assessed using the fresh information supplied and improvements / progression will be taken into consideration. It is also anticipated that new / additional talented athletes will have emerged and they may choose to apply; therefore, this is a competitive process.

**Q7. I was unsuccessful with my previous application - can I apply for this funding round?**

Yes, as long as you meet the minimum criteria for this Talented Athletes Fund. Applications will be assessed using the fresh information supplied.

**Q8. I'm in receipt of World Class funding, can I apply?**

Yes, as long as you meet the minimum criteria for this Talented Athletes Fund.

**Q9. I am currently supported by my local District / Borough Authority, can I still apply?**

Yes, as long as you meet the minimum criteria for this Talented Athletes Fund.