

Greater Manchester Sports Fund Application Guidelines and Notes



In partnership with



AGMA
ASSOCIATION OF
GREATER MANCHESTER
AUTHORITIES



Community Foundation
for Greater Manchester



Greater Manchester Sports Partnership



Community Foundation
for Greater Manchester

Charity Registration Number: 1017504

Please read this information carefully before completing the application form.

What fund are you applying to?

The Community Foundation manages the Greater Manchester Sports Fund in partnership with GreaterSport and the Association for Greater Manchester Authorities (AGMA)

The Fund is open to those athletes who have reached county, regional or national honours and who have the potential to progress further given appropriate financial support to access training and trials. Funding can help with travel, equipment costs, accommodation at overnight events or pay for a parent or guardian to accompany you to trials.

To be eligible you must be aged between 12 and 21, (exception to this is Gymnastics, as this sport is recognised by Sport England as being an early specialisation sport), reside in Greater Manchester and in need of financial assistance to help you achieve your full potential.

Applications must be validated by a nominated member of your local Sports Development Team or by a letter of support from the appropriate National Governing body.

Who can apply?

This application pack can be used by athletes living in one of the following boroughs BOLTON, BURY, MANCHESTER, OLDHAM, ROCHDALE, SALFORD, STOCKPORT, TAMESIDE, TRAFFORD and WIGAN

How much can you apply for?

The maximum grant request that will be considered is £750.

If you are successful in your application and awarded less than £750, you may be eligible to apply for further funding within a 12 month period to bring you up to the £750 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 **£250** 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 telephone the team on 0161 214 0940 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

Who and what cannot be funded?

- Individuals who are in receipt of world class or TASS funding
- Costs relating to coaching expenses
- Costs relating to Gym Memberships
- Costs relating to food/refreshments unless associated with accommodation costs
- Costs relating to items for enhancements i.e. supplements
- Athletes living outside the Greater Manchester area.
- Retrospective Grants – (events/activities that have already taken place or for items that have already been paid for).
- More than one application at any one time for the same project

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. Please remember for applicants under the age of 18, the application form will also need to be signed by a parent/guardian.

Contact Details

Please give all your contact details accurately as we aim to keep our records as complete as possible. We often try and communicate via the telephone to ensure the swift progress of your request. (If there are certain times in the day when it would be best to contact you, please indicate these.)

Cost of the project

In this section you are asked to provide a clear idea of how much money you need for your project/activity. Please give as thorough a breakdown of costs as possible using the table provided on page 6 of the application form.

Finances

Please give the account name to which the cheque should be made payable to. This should be your club or other official sporting body who is willing to accept the cheque on your behalf. You will need to ask this group to sign and complete the statement on the application form. **PLEASE NOTE THAT WE CANNOT MAKE CHEQUES PAYABLE TO INDIVIDUALS.**

Support and Advice

If you are unsure as to whether you are eligible to apply for a Greater Manchester Sports Fund grant, or require support with your application form, please speak to your local Sports Development Officer. Contact details below:

Bolton	Sport, Health and Inclusion Service 2nd Floor The Wellsprings Civic Centre Bolton BL1 1US	01204 334109
Bury	Sports Development Unit Castle Leisure Centre Bolton Street Bury BL9 0ET	0161 253 6548
Manchester	Belle Vue Athletics Centre Pink Bank Lane Manchester M12 5GL	0161 220 3836
Oldham	Oldham Sports Development Centre for Professional Development Rosary Road Fitton Hill OLDHAM OL8 2QE	0161 911 4053
Rochdale	Rochdale Sports Development Link4Life Floor 6 Municipal Offices Smith Street Rochdale OL16 1ZZ	01706 691835
Salford	Salford Community Leisure Limited 15 The Quays Salford M50 2SQ	0161 778 05503

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Stockport	3 rd Floor, Broadstone Mill Broadstone Rd Houldsworth Village Stockport SK5 7DL	0161 474 4485
Tameside	Tameside Sports Development Unit The Old Courthouse Chapel Street Dukinfield SK16 4DY	0161 603 5288
Trafford	Sport Trafford Crossford Bridge Pavillion Danefield Road Sale Manchester M33 7WR	0161 912 3104
Wigan	Sports Development Robin Park Arena Loire Drive Wigan WN5 OUH	01942 404 982

Timescale

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 £250) it can take up to sixteen weeks before we can inform you of a decision. We try to turn around all requests as quickly as possible.

However, we have to adhere to agreed procedures with our donors and therefore you need to take this period into account when planning your activity and apply well in advance.

IMPORTANT: We can only process your request once all the required information has been received.

What Happens Next?

1. Return your completed application form to the Community Foundation. **Please remember to include any supplementary information requested.**
2. Your application will be checked to make sure your request fits the funding criteria.
3. We will contact you to confirm receipt of your application & advise if further information is required, or we will confirm the date that your application will be submitted to a panel.
4. 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.
5. The Community Foundation Trustees must then approve any decisions taken at panel before we can contact you.
6. We will then contact you to advise you on the panel's decision and issue a grant-cheque.

The following items are included in this application pack:

- Grant Application Guidelines (see above)
- A Grant Funding Application Form (This includes a checklist of information that you will have to provide)

Please send your completed application pack to:

The Community Foundation for Greater Manchester
5th Floor, Speakers House
39 Deansgate
Manchester
M3 2BA

