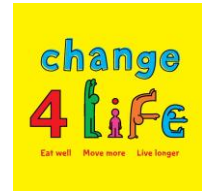




## West Yorkshire Coach & Leader Bursary Scheme

### Change 4 Life Funding Stream (updated Dec 2012)



This scheme has been created to encourage and support the personal and professional development of coaches and leaders working in West Yorkshire through subsidising the cost of National Governing Body qualifications. **Thanks to additional funding through Change 4 Life we are able to offer additional support to coaches in eligible sports.**

#### **The aims of the scheme are to:**

- Increase participation in sport by increasing the number of active qualified leaders and coaches in the County.
- Support entry into coaching and leadership for volunteers recruited through the national Sport Makers initiative.

#### **Priority will be given to coaches and leaders who are:**

- Are coaching or leading as volunteers in the community.
- Coaches and leaders who meet the priorities above and who are from under represented groups in coaching: women, black and ethnic minorities and disabled people.

#### **Eligible Sports:**

Coaches in the following seven sports are eligible for support through this stream of funding:

- Badminton
- Fencing
- Table Tennis
- Wheelchair Basketball
- Boccia
- Handball
- Volleyball

*Coaches in other sports can still apply for funding through the main WY Coach & Leader Bursary.*

#### **Eligible Qualifications:**

- National Governing Body Level 1 and 2 Coach Qualifications

#### **Eligible individuals:**

Funding is available to Sport Makers and Coaches as follows:

- Individuals who are actively coaching but do not hold the relevant National Governing Body Level 1 qualification may apply for funding to support them to gain this level of coaching qualification.
- Level 1 Coaches who have identified a need to progress to the next level National Governing Body qualification may apply for funding to support them to gain a NGB Level 2 coaching qualification.

#### **Additionally:**

- Coaches or Sport Makers must be actively coaching or leading, or have activities planned. These will benefit local communities, support the development of sport specific player pathways, or school sport.
- All applicants must be coaching / leading activities in West Yorkshire
- Both paid and voluntary coaches are eligible to apply for funding, however paid coaches will be required to show that funding is not available through their employer. However a priority of the scheme is supporting those volunteering in the community.

West Yorkshire Sport – Registered Office address: West Yorkshire Joint Services Building, Nepshaw Lane South, Morley, Leeds, LS27 7JQ. Tel: 0113 393 9950 [wys.admin@wysport.co.uk](mailto:wys.admin@wysport.co.uk) [www.wysport.co.uk](http://www.wysport.co.uk)

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Registered charity in England and Wales: 1143654

### **What can NOT be funded?**

Bursaries can not be awarded if the application is received once the qualification has started. The Scheme will only fund qualification costs and fees. It will not fund additional modules (e.g. first aid and safeguarding), accommodation or any other associated expenses or costs.

### **Funding Available**

Coaches and leaders will be able to apply for a maximum of 75% of the total cost of qualifications.

### **Getting support for your application:**

Anyone looking to apply for a bursary MUST get support for their application from either:

- the National Governing Body, usually through the county / regional Development Officer.
- or
- their local authority Sport Development Unit.

*Please note giving details of a referee from your own club / organisation is not sufficient.*

### **How to Apply:**

Coaches and leaders will be required to register with **Coaching West Yorkshire** ([www.coachingwy.co.uk](http://www.coachingwy.co.uk)) and complete their profile and the application form through the site as follows:

1. **Coaches already registered with Coaching West Yorkshire** - can login to [www.coachingwy.co.uk](http://www.coachingwy.co.uk), complete their profile and fill out the application form (found under 'Funding Support').
2. **Coaches not currently registered with Coaching West Yorkshire** - can go to [www.coachingwy.co.uk/information-for-coaches/bursary](http://www.coachingwy.co.uk/information-for-coaches/bursary) where they will register as part of the application process.

**Registered Sport Makers** - can log on to the **Coaching West Yorkshire** website using the same login details they used to access the Sport Makers website. They will need to complete the quick profile, and the additional details on the application form (found under 'Funding Support').

Any coaches or leaders who are unable to register online should contact West Yorkshire Sport on 0113 393 9950.

### **Completing your application:**

Please complete all sections of the application as fully as possible. **It is important that you tell us how your coaching would meet the priorities of the scheme.** Please include details of the age group you currently and / or will coach if supported by the bursary scheme, and how completing the course will help you to increase participation in sport.

*To complete a bursary application you will require the following information:*

- Details of the qualification you are applying for funding for including: the title of the qualification, the organiser, start date, completion date (including all assessments), venue, full cost, how much you are requesting and if any other organisation is contributing towards the cost.
- The name, telephone number and e-mail address of a referee from their National Governing Body or local authority Sport Development unit to support your application.

### **Application Deadlines**

**You must apply before your course starts. Unfortunately we aren't able to accept applications once you have begun your course.**

Applications will be considered 6 times per year. The deadlines for the forthcoming rounds are:

- 31st January 2013
- 31st March 2013
- 31<sup>st</sup> May 2013

Your application will be considered by a panel made up of partners from across West Yorkshire. The panel decision will be final. Applicants will be notified within 4 weeks of the application deadline.

### **Payment of Bursary:**

The bursary will be paid on receipt of your claim form and proof of payment for the course (e.g. a receipt).

Funded coaches/leaders will be required to return a monitoring form, including proof of attendance on the qualification course within **1 month of completion of the course**. **Failure to return the monitoring form may result in funding being reclaimed by West Yorkshire Sport.**

### **Further details:**

For further information about the scheme please see the [Coaching West Yorkshire Website](#) or contact:

Les Ford, Coaching Development Manager, West Yorkshire Sport.  
0113 393 9950 [les.ford@wysport.co.uk](mailto:les.ford@wysport.co.uk).