**West Yorkshire County Netball Association**

**Bursary Application - Coaching**

West Yorkshire County Netball Association (WYCNA) has identified a fixed sum of money to be contributed to a County Bursary Scheme that will provide financial support of up to a maximum of 50% towards the cost of any netball training and development programmes which includes, although not exclusively, coaching courses such as the England Netball UKCC Coaching Awards. The Bursary is intended to support our affiliated membership who will be actively supporting netball within West Yorkshire.

Please read the Bursary Criteria & Process information carefully before completing the Application Form and ensure you fully understand what is expected from you if you are to receive a bursary.

Bursaries are awarded at the discretion of the West Yorkshire County Management Board and will be subject to available funding. The County Management Board decision will be final.

**Bursary Criteria & Process**

1. Applicants must ensure they fill in **ALL** the requested details on the application form.
2. Applications missing requested details will not be considered and will be returned.
3. Applicants must be affiliated to England Netball and West Yorkshire. If applicants have been affiliated previously, they must renew it (have a current affiliation) before submitting an application.
4. Applicants must be currently supporting and/or delivering netball relevant to their application as appropriate within West Yorkshire.
5. Applicants must pay for and confirm that they have a place on the course they are applying for as soon as possible and preferably before submitting their bursary application.
6. Once completed and the form received by WYCNA, a decision will be made on the success of the application, the bursary to be awarded and the Applicant advised
7. Following a successful application and course place confirmation:
   1. UKCC Course Applicants will receive 50% of the total bursary amount they are awarded
      1. On the successful completion of the course, the Applicant must deliver 10 weeks of voluntary support in line with their bursary request and be signed off by a suitably qualified individual.
      2. If the Applicant is currently undertaking a paid role, the volunteer (unpaid) coaching hours they deliver in order to receive the second half of their funding must be delivered in a separate ‘placement’.
      3. On receipt of the confirmation of the voluntary hours delivered, the final 50% of the bursary awarded will be paid
   2. All other applicants (conferences/workshops) will receive their full bursary award
8. If the Applicant fails to attend the course for which their Bursary is awarded, they must immediately inform the County and they may then be required to return the payment already received.

**If you have any questions or further support in making a Bursary Application, please contact:** [**Coaching@westyorkshirenetball.co.uk**](mailto:Coaching@westyorkshirenetball.co.uk)

**West Yorkshire County Netball Association**

**Bursary Application Form - Coaching**

Please ensure you complete **ALL** the information requested on this form

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Personal details** | | | | | |
| **Name** | |  | | **Contact number** |  |
| **Address** | |  | | **Email address** |  |
| **Affiliation number** |  |
| **Postcode** | |  | | **Netball Club** |  |
| **Coaching Information** | | | | | |
| **1.** | Are you currently supporting or delivering any Coaching within West Yorkshire?  *Please delete as appropriate* **YES NO** | | | | |
| **2.** | If **YES**, please provide details of the Coaching you currently support or deliver using the table below. If you have more than one commitment that fits under either voluntary or paid, please list them individually. | | | | |
|  | | **Voluntary** | | **Paid** |
| **Where do you currently Coach?** | |  | |  |
| **For whom do you currently Coach? (club, school,community, etc.)** | |  | |  |
| **How many hours per week do you currently Coach?** | |  | |  |
| **3.** | Please provide details of any relevant coaching qualifications you currently hold, and the date you qualified. | | | | |
| **4.** | Please provide a brief summary of the coaching qualification / course you are applying for | | | | |
| **5.** | Are you receiving any other financial contribution from any other sources in order to achieve your qualification? E.g. club, school, local authority, NGB, etc. | | | | |
| **6.** | Have you ever received a Bursary from West Yorkshire before? **YES / NO** *(please delete as appropriate)*  If **YES** please detail what this was for | | | | |
| **7.** | Please provide any additional information you feel would be helpful in supporting your application | | | | |

For your application to be considered, please provide the following information

|  |  |  |  |
| --- | --- | --- | --- |
| **Course Details** | | | |
| **Type of Bursary** | **COACHING** | **Course Booking Confirmation** | *Please delete as appropriate*  **YES NO** |
| **Course Details** | *e.g. UKCC Level 1* | **Date(s) of course** | *e.g.12 & 26 November 2018* |
| **Cost of Course** | *e.g. £190* |
| **Venue** | *e.g. Barnsley* |
| **Please include a copy of your Course Confirmation** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Payment Details** | | | |
| **Name of Account into which Bursary is to be paid (personal / club, etc.)** | |  | |
| **Sort Code** |  | **Account Number** |  |

**Please send the completed application form to**

[**coaching@westyorkshirenetball.co.uk**](mailto:coaching@westyorkshirenetball.co.uk)

**Applicant Declaration:**

I confirm that:

* I have, to the best of my knowledge, completed **ALL** the details requested on this application
* I have read, understood and accept the Bursary Criteria & Process
* I understand that the decision of the WYCNA to award a Bursary is final

Signed: Date:

**If you have any questions or further queries regarding this application please contact** [**coaching@westyorkshirenetball.co.uk**](mailto:coaching@westyorkshirenetball.co.uk) **. We look forward to receiving your application.**

**FOR ADMINISTRATION PURPOSES ONLY: COACHING BURSARY**

|  |  |  |
| --- | --- | --- |
| **Name of Applicant** |  | |
| **Application Approved by** | **Name:** | **Date:** |
| **Total amount of Bursary approved** | **£** |  |
| **Confirmation sent** |  | **Date:** |
| **Course confirmation received** | Delete as appropriate  **YES NO** | **Date:** |
| **1st Payment made**  (UKCC only or in full for all other courses) | **Payment 1:**  **£** | **Date:** |
| **Course successfully completed (UKCC)** | Delete as appropriate  **YES NO** | **Date:** |
| **Voluntary 10 hours confirmation received** (UKCC only) | Delete as appropriate  **YES NO** | **Date:** |
| **2nd Payment made**  (UKCC only) | **Payment 2:**  **£** | **Date:** |

**Bursary Application Complete**

**Signed: Date:**

**Name *(print)*: Date:**