**Background to the Bursary Fund**

Judith Moore was a well-known and well-loved figure throughout the South West croquet world. Sadly, she died in June 2019. Her widower, Peter Moore, another well-known and respected member at Budleigh Salterton, has generously established this bursary scheme to carry on her ambitions.

It was a particular desire of hers that new players should not just relax into social play at their clubs - they should engage as soon as possible in serious tournament play, the heart of croquet. She believed that croquet players should support the CA and should play outside of their familiar settings to strengthen not only their own play but to develop their appreciation of the wider world of croquet – new chums, new tactics, different ways of running things – and indeed of the wider world.

This bursary is administered by The South West Federation of Croquet Clubs, with Peter’s continuing involvement. We are indebted to Peter and pleased to be able to keep Judith’s aspirations and drive alive in the region.

**Who can apply?**

There are two types of application.

1. First CA Fixture
2. Second and Third CA Fixture

A CA Fixture is one that is promoted in the CA Fixtures Calendar which is published annually and may be found on the CA website: <https://www.croquet.org.uk/?p=tournament/CACalendar>

**First Fixture**

An application to the Bursary Fund may be made by a croquet player in the South West Federation region who:

* Is a member of a croquet club which is itself a member of the SWF
* Has not previously played in a CA Fixture
	+ They may have played in club competitions and SWF League matches

**Second and Third Fixtures**

An application to the Bursary Fund may be made by a croquet player in the South West Federation region who:

* Is a member of a croquet club which is itself a member of the SWF
* Is a Premium Member of the Croquet Association
* Has not previously played in more than two CA Fixtures
	+ They may have played in club competitions and SWF League matches

**What costs will be covered?**

The Bursary will be awarded to cover the Tournament Entry Fee only.

**Process**

An application may be made at any time on the application form below. It must be sent to the SWF Secretary to arrive at least 3 weeks before the start of the Tournament that the applicant wishes to enter.

The application will be checked for accuracy verified by a panel of three. This will normally include Peter Moore and two members of the SWF Committee.

The applicant will be informed of the Panel’s decision within two weeks of receipt of the application.

Should the application criteria not be met, the applicant will be informed of the reasons for this and will be invited to apply again once the full criteria are met.

**Judith Moore Bursary: Application form**

|  |  |
| --- | --- |
| Name |  |
| Email |  |
| Which club are you a member of? |  |
| Are you a member of the CA?*(please tick as appropriate)* | No | Standard | Premium |
| Which CA Tournament do you wish to enter? |  |
| What is the Tournament Entry fee? |  |
| Payment will be made by BACS – please provide these details | Name of account |  |
| Sort Code |  |
| Account number |  |
| What is the first day of this Tournament? |  |
| How many CA Tournaments have you played in? |  |
| I confirm these details are correct and that I am eligible to be awarded this BursarySigned – *this is not necessary if this form is being submitted by email.*Date |

The monies will be paid on receipt of proof of attendance and play throughout the tournament. This would normally be a signed statement from the Tournament Manager confirming attendance and play.

|  |
| --- |
| **Judith Moore Bursary: verification**  |
| Name of Tournament |  |
| Dates |  |
| Name of applicant |  |
| I confirm that I am the Tournament Manager for this event and that the named Bursary applicant attended the Tournament and played all their necessary games. |
| Name |  |
| Signed |  |
| Date |  |

**Admin:**

**Confirmation of award of Bursary**

Thank you for your application.

We are pleased to inform you that this has been successful.

An award of £xx will be made on receipt of evidence you have played in the Tournament. This could take the form of

* A copy of the completed handicap card or
* A statement from the Tournament Secretary confirming attendance / play

We wish you luck in the event and look forward to hearing from you.

**Notice of ineligibility for Bursary**

Thank you for your application.

We regret that we are unable to award this for the following reason:

* Your club is not a member of the SWF
* You are not a Premium Member of the CA (where relevant)
* You have played in a previous / more than xx CA Tournament
* Other

If you think our decision is based on inaccurate information, please do let us know and we would be very happy to review this.

We would be delighted to hear from you again if your Club’s membership of the SWF is addressed or if you become a Premium CA member. *(the relevant issues can be addressed)*

**Tracking process**

|  |  |
| --- | --- |
| Name of applicant |  |
| Date application received |  |
| Member of SWF member club |  |
| Premium CA member (type 2 application) |  |
| Meets number of tournaments played criteria |  |
| Approved by Panel |  |
| Declined by Panel: reasons |  |
| Informed of decision |  |
| Evidence received of attendance / play at tournament |  |
| Payment made |  |