

## SWF Qualifications Bursary

We are really pleased to be able to initiate this bursary programme for SWF member clubs to support the development of competitive play in the region.

- Bursaries will be available to defray the costs of attending CA qualification courses for coaches and referees.
- Bursaries may also be available to defray the costs of developing handicapping and tournament management skills.

The aims of programme are

- ✓ To increase the number of qualified coaches and referees in the SWF region
- ✓ To improve and standardise the quality of handicapping in the SWF region
- ✓ To increase the number of tournament managers in the SWF region

Amount of payment available

- ✓ Successful applications will be re-imbursed at the rate of 40p per mile
- ✓ Participants from the same club will normally be expected to car-share and expenses re-imbursed in line with this

Eligibility

- ✓ Applications must be submitted and supported by the individual member's club
- ✓ The club must be a full member of the SWF
- ✓ The course will normally take place within the SWF region

What we ask in return

- We will encourage anyone who receives the bursary to use their skills within the SWF region rather than just within their club

Process

- Applications for prior approval may be sent to the SWF secretary [lindawithani@hotmail.com](mailto:lindawithani@hotmail.com) and contain the following information
  - ✓ Contact details for the supporting club
  - ✓ Contact details for the member
  - ✓ Details of the course to be attended
  - ✓ Statement of how the club and member will benefit from the course – how the skills learnt will be used
  - ✓ Statement of how the wider SWF region might benefit from this
- The committee will make a decision – this should take no more than one week as it will normally be made by email discussion – and inform the club
- Payment will normally be made on successful attainment of the qualification – this may not be the same as the date of the course
- Where there is no qualification e.g. handicapping, payment will be made on receipt of a statement from the club that the course / event has been attended and that the member is using their skills within the club

Agreed: May 2022

To be reviewed: May 2024

### **SWF Bursary: Application Form**

<b>Course attended</b>	
<b>Club name</b>	
<b>Club email</b>	
<b>Club bank account: Name</b>	
<b>Sort code</b>	
<b>Account number</b>	
<b>List of delegate/s attending</b>	
Payment will be made by direct payment online to the club's bank account and notified by email	
<b>Please read the conditions of the Bursary Scheme before completing this form</b>	
Clubs should only submit this form when they are confident the delegate/s have attended the event and that they will use the skills learnt for the benefit of the club and possibly the wider region.	
<b>Total mileage incurred:</b> Successful applications will be re-imbursed at the rate of 40p per mile providing every effort has been made to car-share when possible.	
How have the delegate/s benefitted from this course?	
How is / will the club benefit from the delegate attending this course?	
Will the wider SWF region benefit from this and if so, how?	
<b>Please send the completed application form to the Treasurer:</b> <a href="mailto:treasurer@swfcroquet.org.uk">treasurer@swfcroquet.org.uk</a>	
<b>SWF Treasurer</b> Claim approved Amount paid Date	