



Getting more people active for life

Leap Coach Bursary 2014-15

Guidance Notes



Coach Bursary Scheme

Background

Due to an increased need to support coaches with attaining coaching qualifications, the Leap Coach Bursary Scheme will target coaches delivering all sports across Bucks and/or Milton Keynes. The bursary will provide coaches with the opportunity to undertake a level 1, 2 or 3 coaching qualification with a financial bursary made available to support those who successfully complete their course and deliver voluntary coaching hours in return.

More qualified coaches on the ground working in Bucks and Milton Keynes' Clubs and Communities will support an increase in participation, contributing to the development of the local coaching workforce whilst also providing coaches with an opportunity to initiate their first steps onto the coaching ladder. By supporting the local coaching workforce, Leap aims to contribute to the national objective of one million more people participating in regular sport and physical activity by 2015.

Furthermore, this bursary scheme contributes to the Sportivate programme and the overall retention of 3,645 young people aged 11-25 years, participating in regular sport and/or physical activity in Bucks and Milton Keynes.

Who can apply?

The bursary will be used to support those wishing to initially get on the coaching ladder and those wishing to expand on their current coaching qualifications and experiences. The application will have to be made via a local sports club that the coach is a member of OR an organisation committed to the delivery of sport to increase participation.

The funding is only available to support coaches wishing to gain Level 1, 2 and 3 coaching qualifications. Unfortunately, the bursary will not fund leadership awards, generic courses (e.g. sports coach UK workshops) or level 4 coaching qualifications.

How to apply?

You can apply for a bursary by completing, in full, a Leap Coach Bursary application form which can be found at www.leapwithus.org.uk. You can submit an application for a bursary at any time up until the **31st January 2015**. All applications must be made by a local sports club that the coach is a member of OR an organisation committed to the delivery of sport to increase participation. It is the responsibility of this club or organisation to deliver the activity outlined in your application.

Important note – Please contact Leap BEFORE completing an application so we can help to give you the best possible chance of it being accepted.

Are you eligible?

As a **coach or potential coach**, you are eligible to apply for a Leap Coach Bursary if you:

- Meet the minimum age for coaching (16+ for a level 1 and 18+ for a level 2).
- Are currently coaching in either a paid or voluntary capacity in a sports club or organisation.
- Are a resident of, or actively delivering within, Bucks or Milton Keynes.
- Have a club or organisation able to receive the coaching bursary on your behalf (we cannot pay any money to individuals).
- Are willing to pay the full cost of the course up front (speak to your club or organisation to see if they can help cover these costs).
- Are committed to attending and completing a level 1, 2 or 3 coaching course and providing evidence to Leap for the completion of the course.
- Are committed to supporting your club or organisation in the delivery of a minimum of 6 consecutive sessions of activity out of school hours, **by 31st March 2015**.
- Register on the county coach profile tool.
- Have a valid CRB from the organisation where you are going to be deployed to deliver voluntary coaching.

As a **club or organisation**, you are eligible to apply for a Leap Coach Bursary on behalf of a coach if you:

- Are committed to delivering a minimum of 6 consecutive sessions of activity out of school hours, **by 31st March 2015**.
- Are located in Bucks or Milton Keynes.
- Agree to provide all of the necessary reporting information to Leap for the delivery of your activity.

How are applications assessed?

Each application will be assessed on an individual basis by the Leap Coach Bursary Award Panel. Applications will be assessed against the aims of the funding as outlined above.

You will be notified within **five** weeks after receiving your application as to whether or not you have been successful.

How much can I apply for?

The Leap Coach Bursary will fund **75% of the course cost up to £200 for a level 1, £250 for a level 2 and £300 for a level 3** (e.g. if the course costs £100, we would award a maximum of £75, but if the level 1 course cost £300, we would award a maximum of £200). The bursary will only contribute towards the cost of the course itself. Transport, refreshments, equipment, accommodation and any other additional costs will need to be covered by the applicant.

Leap cannot guarantee that your application will be successful or that the amount you receive will be as stated above.

Please note: We are happy to receive multiple applications from any one club or organisation, however, we will endeavour to ensure that the bursaries are equally awarded to a range of clubs or organisations who may apply.

When do I need to apply by?

You can apply for a bursary at any time. However, the final deadline for the submission of applications is **31st January 2015**. Please note that there is a limited number of bursaries available so we strongly recommend you apply as soon as possible to ensure you do not miss out.

*The Bursary Panel will meet monthly and **grants cannot be awarded retrospectively**. Therefore we ask that courses which individuals wish to attend commence after the date which their application has been submitted.*

Important Information

It is recommended that you contact Leap **BEFORE** completing an application. By contacting us first, we can talk you through the process and the criteria of the bursary and ensure you have the best possible chance of your application being accepted. Last year, **100% of applicants who contacted us first were successful with their applications!**

Please contact Gemma Herbert at gherbert@leapwithus.org.uk or on 01296 585215.