



COACHING & DEVELOPMENT FUND 2019 - Criteria

Tipperary Sports Partnership aims to develop sport and increase physical activity in Tipperary.

The Coaching Section aims to support and develop quality coaching in Tipperary and to encourage all coaches / volunteers to undertake appropriate education and training.

The Development Section aims to encourage the set up of new clubs and assist existing clubs to increase participation. Priority will be given to key target groups as identified in TSP Strategic Plan.

There is a maximum allocation of €500 available per Club under this Funding Scheme. Applicants can apply under either the Development or Coaching Section or both up to the maximum amount. This Funding Scheme is supported by Sport Ireland and Tipperary County Council.

Who can apply? - To be eligible organisations/clubs must:

- be based within Tipperary
- operate as a 'not for profit' club or organisation that is open to public membership
- have a primary objective of sport or physically active recreation and have policies and practices that encourage participation regardless of gender, age, race or ability
- operate under the basis of best practice for children in sport – a member of the club must have previously attended a Child Welfare & Protection Awareness course (new clubs must commit to attending training where appropriate)
- be registered with their National Governing Body and new clubs will need to provide written confirmation of registration with their National Governing Body or appropriate agency before funds are paid out
- be registered with County Tipperary Public Participation Network (PPN). The Public Participation Networks are the new way for voluntary groups incl. Sports clubs to interact with the County Council and to give the Public a strong mechanism to participate in the "Well-being" of their local area and the county and its people. Further details are available at www.ppntipperary.org & at 0504 61014

Who is not eligible to apply?

- Individuals
- National/Regional/County Governing Bodies/ Statutory agencies
- For profit groups/commercial organisations / Private Facility owners
- Applications eligible for funding under other schemes will not be considered e.g. Go for Life, Sports Capital etc

How much funding is available per club/organisation/project?

- Up to €500 per club

Coaching Section Eligible Costs	Coaching Section Ineligible Costs
<p>Funding is available towards the course fees only for attending:</p> <ul style="list-style-type: none"> • Sports specific Coach Education • Accredited courses by Sport Ireland, National Coaching & Training Centre or National Governing Body of Sport or approved internationally by a recognised body • Referee, Umpire or Official Accreditation 	<ul style="list-style-type: none"> • Courses outside Ireland • Sport related courses delivered by bodies not recognised under the National Governing Body or by the National Coaching & Training Centre • Generic sports courses delivered by a non-recognised agency • Courses not directly related to applicant club/organisation (e.g. team building) • Generic courses currently facilitated by Tipperary Sports Partnership such as First Aid, SAQ are not eligible under this scheme. However, these will continue to be subsidised by TSP.
Development Section Eligible Costs	Development Section Ineligible Costs
<ul style="list-style-type: none"> • New clubs - Set up costs e.g. bibs, cones, nets, balls, training equipment etc • Existing clubs/organisations <ul style="list-style-type: none"> - Applications from existing clubs for the development of new section/development and will be considered on the basis of need as determined by the Grants Sub-committee. - Priority will be given to minority sports, low participation groups, and the target groups identified in the Tipperary Sports Partnership Strategy. For further information contact TSP. - For new sections to existing clubs the club must demonstrate that there is a plan for this new section 	<ul style="list-style-type: none"> • Capital Costs • Annual operational costs such as insurance, administration, registration, servicing of debt, transport, sponsorship of sports clothing, venue hire will not be eligible • Pre-existing programme costs • Generic courses currently facilitated by TSP such as First Aid, SAQ are not eligible under this scheme. However, these will continue to be subsidised by TSP. Coaching courses may be eligible under the coach education grant

Evaluation Report Form

- **Applicants should note that previously successful clubs/organisations must complete and submit an evaluation report form. The form is located at the rear of this form.**

NOTE:

- Applicants should note events/coaching courses for which funding is being sought must be either about to take place or should not be more than 6 months previous to the date of application.
- New Club is defined by TSP as a club formed or re-launched in the period since January 2018.

- Successful Applicants will be asked to provide copies of appropriate receipts and confirmation of course attendance where applicable. Monies must be spent by the end of year of which the fund was awarded.
- Applicants should note that successful clubs/organisations must comply with any reasonable request regarding publicity from TSP.
- Any club/organisation funded under this scheme will be asked to erect a sign provided by TSP for publicity purposes
- Any club/organisation funded under this scheme will be asked to submit an evaluation report form to TSP and may be asked to supply documentary evidence of how the funds were spent
- Tipperary Sports Partnership will have final decision on all grants awarded
- Applicants will be assessed and allocation of grants determined having regard for the criteria outlined here in, which reflects the policies and priorities of Tipperary Sports Partnership.
- All personal information supplied will be held by Tipperary Sports Partnership (TSP), and will remain secure and confidential. Your details will only be used by TSP for the purpose of record keeping and to inform you of relevant opportunities that may be of interest to you and will not be passed on to any third parties.
- TSP reserves the right to change the manner to which they deploy these funds from time to time.
- If you are unsure on any of the above or have any questions, please do not hesitate to contact the office on 052 618 70 80.
- Closing Date for receipt of applications **is 4.00pm, Thursday 16th May 2019. Applications will be accepted by email, however, the original signed application must be returned within 5 working days of the closing date to TSP.**



Comhairle Contae Thiobraid Árann
Tipperary County Council



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Coaching & Development Fund Application Form 2019

Section 1

1. Club/Organisation Profile

Club/Organisation: _____

Club Web Address: _____

Chairperson: _____

Treasurer: _____

Secretary: _____

P.R.O. _____

2. Details of Contact Person for Club for TSP

Name: _____

Position in Club: _____

Address: _____

Tel No: _____

Email: _____

I agree to my contact details being made available to TSP Yes ___ No___

3. Financial & Insurance Details:

Please provide the following Bank / Building Society Account details:

Name of Bank/Building Society: _____

Tax Reference/Charity Number _____

Insurance Details: Company _____

Policy No: _____

Please note that a Bank account is required as we are not in a position to make payments into Credit Union or Post Office accounts. Supplier Set Up from on Page 11 of Application Form must be completed.

4. Affiliation

Is your club/organisation affiliated to a National Governing Body (NGB) Yes ___ No ___

If yes, please state name of NGB. _____

If no, please state reason: _____

Section 2

5. About your Club

Club / Organisation membership details: (please give numbers)

Age Group	Male	Female
18 years and under		
19 – 45 yrs		
46 yrs plus		

Please describe the purpose of your club / organisation and specify the sports / physical activities you provide for your members:

6. Is your club/organisation a member of Tipperary Public Participation Network? This is a requirement for all grant applicants.
(Contact Tipperary PPN at 0504 61014)

Yes _____ No _____

7. Child Protection

(i) Does your club have a Child Protection Policy/Statement? Yes ___ No ___

(ii) Has your club / organisation attended a certified Code of Ethics / Child Welfare and Protection awareness course? Yes ___ No ___

Person who attended: _____ Date (approx): _____

If no, would you be prepared to attend such a course? Yes ___ No ___

Please note: Grants will not be allocated until a club member has attended a

8. Does your club offer opportunities for participation for people with disabilities?

Yes _____ No _____

Please detail:

Would your club be interested in attending a workshop on Adapted Physical Activity for People with Disabilities? Yes _____ No _____

9. Does your Club have a social inclusion policy?

Yes _____ No _____

If No would you be interested in developing one? Yes _____ No _____

Section 3 Development Section

(New Activity Programme / Increasing Participation)

This fund aims to encourage the set up of new clubs and assist existing clubs to increase participation. Priority will be given to key target groups as identified in TSP Strategic Plan.

A. New Clubs

9. Are you a new club? Yes _____ No _____

If yes, when was the club formed and registered with your NGB?

(Please attach written confirmation of registration with NGB/appropriate agency)

10. If you wish to apply under the new club start up fund please give details below of the breakdown of start up costs (please attach quotations/invoices as appropriate)

Cost Area	Amount
TOTAL	€

14. What are the associated costs? (please attach quotations/invoices as appropriate)

Cost Area	Amount
TOTAL	€

15. Have you applied to any other organisation for funding towards this initiative?

Yes _____ No _____

If Yes (please specify): _____

16. Any other information you wish to provide in support of your application.

Section 4 – Coaching Section

Introduction:

This fund focuses on developing quality coaching resources in Tipperary and encouraging all coaches/volunteers to undertake appropriate education and training

If you wish to apply for assistance in respect of participation in approved training/coach education please complete the following:

17. Name of Participant(s) for Training/Education Course (NGB, NCTC Courses)

1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	

18. Course Details

(i) Course Title

(ii) Organising / Accreditation Body:

(iii) Level of Course e.g Foundation, Level 1 etc.

(iv) Venue

(v) Date and Duration

(vii) Course Fee per Individual

19. Briefly outline the objective for doing the course and how it will benefit your club

**20. Estimated cost of attending Training / Coach Education Course:
€ _____**

The costs are expected to be met as follows:	
a) Personal funds	€
b) From club/organisation funds	€
c) From Tipperary Sports Partnership Fund	€

21. Have you applied to any other organisation for funding towards this initiative?

Yes _____

No _____

If Yes (please specify): _____

22. If your club is interested in any other training areas please detail below

Declaration

I hereby certify that I have read and understand the Development/ Coaching Fund criteria and that the information supplied on this application is complete, correct and accurate in every respect and it is on this basis only that this application is submitted for consideration and accepted for consideration by Tipperary Sports Partnership. I further understand that the submission of any incorrect or inaccurate information will render the application null and void.

Signed: (on behalf of club/organisation)

Date:

Name (Block Capitals):

Completed application forms must be returned by 4.00pm on Thursday 16th May 2019. Applications will be accepted by email, however, the original signed application must be returned within 5 working days of the closing date to:

**Tipperary Sports Partnership
Ballingarrane House, Cahir Road, Clonmel, Co. Tipperary
Tel: 076 106 6201**

Email: info@tipperarysports.ie

**PLEASE NOTE: Applications Received after the Closing Date
will not be considered**

THE DECISION OF THE COMMITTEE IS FINAL



Comhairle Contae Thiobraid Árann
Tipperary County Council



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TIPPERARY COUNTY COUNCIL SUPPLIER SETUP/AMENDMENT FORM

SECTION A – All boxes in this section to be completed by person in Tipperary Co Co requesting set up

Indicate if: NEW SUPPLIER REQUEST or AMENDMENT TO EXISTING SUPPLIER	
If amendment, input existing supplier number	
If amendment, indicate reason for amendment, .e.g new bank details	
If new supplier, indicate reason for payment to supplier, e.g Purchase of goods, Payment of Grant, Consultancy service etc	
If new supplier is also a customer of the Council, input customer number	
Is tax clearance update required at supplier set up (will be required for payments >10K) (YES/NO)	
Requested by (Print of name and section)	

SECTION B – All boxes in this section to be completed by Supplier

Supplier Name:	
Supplier Address	
Phone Nos: (Input landline and/or mobile or both)	
E-mail address (please print legibly):	
Tax number – (can be Vat No or PPSN No)	
Bank Name (e.g AIB, BoI)	
Bank Address	
Name of Account Holder	
Bank Account Number	
Bank IBAN Number (Mandatory – must be completed)	
Bank BIC Number (Mandatory – must be completed)	
Bank Sort Code	
I confirm that the above details are correct	
Supplier Signature	
Print Name of above signature	
Dated	
Position / Title in Company	
Company Stamp / Seal	

ONCE BOTH SECTIONS A & B ARE COMPLETED, PLEASE RETURN THIS FORM TO:-
Accounts Payable, Finance Section, Tipperary County Council, Civic Offices, Limerick Road, Nenagh, Co. Tipperary

For completion by Finance staff, Tipperary Co Co	Supplier tax type applied (WH, RCT, RA or none)	
	Supplier group applied (e.g trade supplier, grant, landlord etc)	
	Bank account verified on IBAN Website and Supplier updated by:	Date
	Checked by:	Date



EVALUATION FORM

(This section must be filled in by groups/clubs who received money from the Sports Partnership 2017 and or 2018 Grant Scheme from TSP. If this section is not filled in, the application will be considered void.)

Name of Club / Organisation: _____

Name / position of Contact Person: _____

Amount of Funding received: _____

Please provide details of how the Funding was used:

Please provide details of the benefits derived from the Funding:

Are there any comments you would like to add?

Declaration: _____

Date: _____