**KILBARCHAN AAC – MEMBER SUPPORT**

**Aim:** to provide financial support for Kilbarchan AAC members to assist with their athletic development.

**What will we support?**

* Physiotherapy
* Specialist training facility costs
* Athletes & Coaches: Travel and accommodation expenses for higher level competition out with Scotland. Some examples are shown below but this list is not exhaustive:
* England Athletics Open Championships
* UK Cross Country Challenge
* Selection races for international events
* BMC Track Races
* Flanders Cup Races – Belgium

The club also has the flexibility to support unplanned events such as an International representative competition where the athlete is expected to contribute to the costs.

**Level of support:**

Whilst the club will support athletes and coaches as per the following criteria, all athletes and coaches are expected to minimise costs, for example by sharing lifts, booking flights/train tickets as far in advance as possible and sharing hotel accommodation where this is practicable. Where other funding is available, e.g. through schools, the Renfrewshire Sports Network or S**cottish**athletics, we expect athletes to apply for those funds.  In cases where there are other significant funds available, the Club’s support fund will only cover the shortfall from other sources.

The club will provide support as per the following:

**Physiotherapy:** 100% contribution to the cost of first visit or assessment by a physiotherapist.

**Specialist Training Facility Costs**: Each request will be assessed on an individual basis.

**Competition:** 50% contribution of the cost of travel and accommodation costs for coaches/athletes to higher level competition opportunities out with Scotland to a maximum of £100.00 per athlete/coach per trip. National competitions within Scotland which involve considerable travel and accommodation costs will be considered on an individual basis.

**Competition (International):** Expenses will be assessed by the Finance Committee on an individual basis.

**Who is eligible for funding?**

The fund is open to all members of Kilbarchan AAC in line with the following criteria:

* Must be a fully paid up member for at least one year, and
* Membership payments must be uninterrupted for at least one year and made on one of the 1st Claim Member Tariffs
* Must be actively competing/coaching for the club (or a variant thereof e.g. Team Glasgow) on a regular basis, and
* The event/activity has the support of the relevant coach, and
* The funding will bring some perceptible benefit to KAAC

**Second Claim Members**

Second claim members will not be eligible for funding support unless they comply with the eligibility criteria outlined above. In any event, they are expected to approach their first claim clubs for any financial support in the first instance.

**Accessing the fund?**

Coaches are responsible for identifying athletes who will benefit from higher level competition outside Scotland but within the UK and for nominating them to the finance committee at the start of each summer / winter season to assist with budget planning. Club members who do not train with a Kilbarchan AAC coach and who meet the eligibility criteria may nominate themselves. In conjunction with their coach, nominated athletes should provide the Treasurer with expected costs for their target event(s), including any other likely sources of funding. A similar approach should be taken by all coaches who wish to accompany athletes to higher level competition opportunities.

If circumstances change to prevent an athlete from attending their target event (s) they should inform the Treasurer or finance convenor as soon as possible. If an athlete/coach receives unexpected funding from another source for a supported event(s), he should also inform the Treasurer.  This will allow funds to be allocated to other events or released to other athletes.

Requests for physiotherapy and specialists training facility support should be submitted on an individual basis.

All requests should be submitted on the accompanying form to the finance convenor within four weeks after the event and accompanied by relevant receipts. No request for funding support will be considered outwith that period or without the relevant receipts.

**Decision Making?**

All requests for funding support will initially be considered by the Club’s finance sub-committee. On approval, all requests will be forwarded to the Club’s full committee for final authorization and approval. Any appeals against the non-approval of any funding request should be directed to the Club President.

**FUNDING CLAIM FORM**

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| **Name:**(If cheque to be made payable to another name e.g. parent, please also include that name) |  |
| **Competition:** Event(s), Venue(s), Date(s) in current claim:  |  |
| **Travel Costs:**(Please include all ticket receipts or if driving please state number of miles travelled and include fuel receipt(s) |  |
| **Accommodation Costs:**(please include receipts for hotel accommodation) |  |
| **Physiotherapy:**(Please include physio receipt and brief description of nature of visit) |  |
| **Training Facility Costs**(please include outline of resquirement for additional facility costs**)** |  |
| **Own Contribution:**(Include costs and/or services/duties carried out on behalf of the club) |  |
| **Other Contribution:**(Shared costs, other sources of funding) |  |
| **Total Cost:** |  |
| **Members Signature:**(Signature of Parent or Guardian if under 16) |  |
| **Membership Status:**(Membership Secretary) |  |
| **Received By Finance Convenor:**(Signature and Date) |  |
| **Approved By Finance Sub Committee:**(Signature and Date) |  |
| **Approved by Club Committee:**(Signature and Date) |  |
| **Payment Made:**(Signature and Date) |  |
| **Payment Made:**(Signature and Date) |  |