



GUIDANCE NOTES ON FUNDING FOR INDIVIDUAL APPLICANTS
(Please read these Guidance Notes carefully before completing the Application Form)

1. THE ROWAN BOLAND MEMORIAL TRUST

The Rowan Boland Memorial Trust Fund was established in May 2010 in memory of Rowan Boland, an Enthusiastic and Talented Young Sportsman from the Scottish Borders. The main aim of the Trust is to support enthusiastic youngsters, showing potential, to compete at Representative Level.

2. WHO CAN APPLY?

Individuals who are competing at Representative Level at School, Club, Regional, National or International Level and who are Under the Age of 18 can apply to the Trust for Financial Assistance. All applicants must reside within the Scottish Borders.

3. WHAT FUNDING IS AVAILABLE?

THE AWARD SCHEME

The Trustees operate an **Award Scheme**, helping to meet the needs of sporting individuals who are competing at Representative Level at School, Club, Regional, National or International Level.

The Trust will consider supporting the following:

- Competition costs out-with the athlete's normal competition or training schedule, travel costs, accommodation, specialist equipment and training courses.

Award Scheme funding is available as follows:

- 50% of the total claim up to a maximum of the amounts listed below:
- £500 for Team GB Athletes selected by NGB.
- £300 for International Level Athletes selected by SGB.
- £250 for Regional Athletes selected by the relevant organisation.
- £150 for Club Performers seeking to attend a development activity.
- £75 for School Performers seeking to attend a development related activity.

Other conditions of the **Award Scheme**:

- Application Forms must be completed (at part 7) by the appropriate National Governing Body or Teacher.
- Applicants must provide appropriate evidence of their attendance at the event or competition and/or purchase of equipment, for which the Trust Grant assisted.

- Spending or commitments made prior to the date of the Award cannot be considered. You should apply well in advance of the course/competition etc.
- The Final decision on all applications is at the discretion of the Trustees.
- All cheques will be presented to the Applicants by a member of the Board of Trustees.
- All Applicants, if awarded a Grant, will be requested to wear the Trust's branded clothing when possible.
- All Applicants will be required to attend any Media or Press calls, relating to the Grant they were awarded.

4. HOW WILL APPLICATIONS BE ASSESSED?

If you are an individual, we will look at:

- How you demonstrated the need for support within your Application Form.
- Performance history (where applicable).
- Commitment and Dedication.

All applicants may be asked to provide more information.

5. WHAT IS THE TIMESCALE FOR GRANTS?

Applications can be submitted at any time. **Applicants must ensure that applications are submitted well in advance, preferably ONE month before the project start date.** In general, the Trustees meet monthly. If you are successful, we will write to you letting you know how much you have been awarded. If you are unsuccessful, we will tell you the reasons why and provide advice on accessing other potential sources of funding.

Payment will be made once the completion certificate, receipt(s) or invoices(s) relating to your attendance have been forwarded to the Trust's Secretary. Advance payments can be made at the discretion of the Trustees.

The decision of the Trustees is final.

6. HOW TO APPLY

If you wish to apply for a Grant, please contact the Rowan Boland Memorial Trust, 4 Thistle Court, Thistle Street, Galashiels or download an Application Form from www.rowanbolandmemorialtrust.co.uk. All applications must be submitted on the official Application Form, which must be completed in full.

Failure to provide all the required information will cause delays and may result in your application being returned to you. Your application will then be considered at the next available meeting of the Trustees.

Following assessment, you will be notified of the outcome in writing.

Once you have read the Guidance Notes, you are ready to complete your Application Form. Once completed, please return the form to:-

**Rowan Boland Memorial Trust
8 Balmoral Terrace
Galashiels
TD1 1JQ**