



Hardship Grant Information

January 2019

At its discretion, the Club Committee may award grants on the grounds of hardship. Examples of situations considered include enabling membership and athletic participation with the club and its activities or assisting an athlete when competing for the club.

An application simply requires a letter to be submitted to the Club Treasurer (treasurer@bristolandwestac.org). The application will be considered by a sub-group of three committee members, which as a minimum will include one of the Club Treasurer, Secretary or Chair. The sub-group may choose to refer the application to the full committee.

The following cornerstones will be applied when considering applications:

- Hardship requests should solely be to assist with issues related to the club and its activities.
- Support should primarily be a short term expedient, not an on-going commitment.
- Any involvement with outside bodies e.g. arrangements with American Universities are outside of the scope of the club's hardship support.
- Wherever possible, the club will look to support members in kind and by action to minimise any financial outlay.

The following conditions will apply to any application and subsequent grant:

1. The individual applying for the grant will supply
 - a. information including costing breakdown, as to how that grant will be used and the degree to which the individual is directly contributing to the costs or prepared to contribute in kind to the club.
 - b. background information explaining why the grant is needed.
 - c. information about any other grants or alternative funding being sought.
 - d. after the event/grant: receipts or other evidence of payment as appropriate in order the club can provide evidence of due diligence to 3rd parties.
2. In order to evaluate the application, additional information may be requested from the athlete and, with the athlete's permission, appropriate club officials such as coaches.
3. Where competitive events are being supported, it is expected that, in the event of the individual being unable to compete, for example through injury, that any monies which can be refunded, will be refunded. We understand that entry / registration fees are often non-refundable, but where, for example, travel or an overnight stay is required, **it would be expected that this be booked on a refundable basis** if grant aid is being sought for/towards it.

If you are applying for a grant of this kind, you should include in your letter a statement to the effect that you understand and will abide by all these conditions.