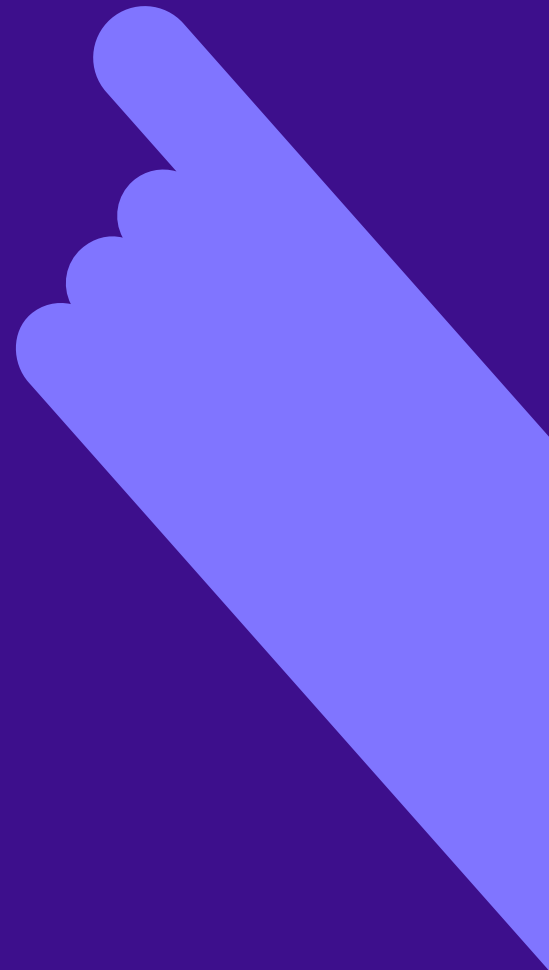


**CSSC**

**Active  
Wellbeing**

**Sport Membership**  
Guidance Notes



The Sport Membership Fund offers financial assistance to help CSSC members to claim back up to £20 for sports membership annual fees.

Please read these guidance notes before completing an application.

## What sport membership fees are covered?

The fund covers annual membership or subscription fees for local sports clubs.

## What is not covered?

Gym membership fees, individual swimming sessions, individual fitness classes, personal trainer costs, venue hire etc. If you are unsure what is covered please contact [active@cssc.co.uk](mailto:active@cssc.co.uk).

## How much can I claim?

The level of subsidy payable is determined by the entry fee for the event in question:

- Membership fees between £10.00 to £20.00 – 100% of fee awarded.
- Membership fees over £20.00 – £20.00 maximum awarded.

## How often can I claim?

Members can claim a subsidy **ONCE** per calendar year.

Please be aware that funding could be limited due to budget restrictions and popularity and may not be available year-round.

## How do I claim?

All applicants must apply for their subsidy **AFTER** paying for the yearly subscription fees.

Applicants can apply via the online form [here](#).

Applicants must have been a CSSC member for at least 6 months at the time of application or have recently joined but paid upfront for an annual membership.

You will be required to submit evidence of payment by attaching a copy of your bank statement showing direct debit details or screenshot evidence of yearly subscription notice.

In most cases you should receive funds into your bank account within 10 working days of successfully completing, submitting and CSSC approving your application.

Queries regarding the Sport Membership Fund can be directed to [active@cssc.co.uk](mailto:active@cssc.co.uk).

### **Data Protection Statement**

the UK General Data Protection Regulations defines your rights as an individual in relation to the information held about you and how it may be used. CSSC takes its responsibilities in respect of data protection very seriously and takes the utmost care when using data related to members. We will use the information provided to help us assess your application and review the success of the project. We will also use this to contact you for updates on how your project is performing if successful.

CSSC share relevant information with a third party, if necessary, to review and process your application.

The information we hold may be updated by yourself, or by a third party working on your behalf, at any time.

We may also use the information for accounting, audit, statistical or research internally within CSSC or under contract for use exclusively by CSSC. We will not disclose any of your information outside CSSC, other than as mentioned above, unless you have given us your prior consent.

In line with our retention period your data will be kept for a period of five years, unless you request us to remove it sooner.

To view CSSC's privacy notice please visit <https://store.cssc.co.uk/privacy-notice>