



Financial Support Fund Guidance Notes

Supported by
CSSC
community
lottery

Whilst most CSSC members can access a broad range of sport, leisure and recreational activities, some members face challenges because of financial restrictions. The Support Fund aims to provide some support to assist these members.

Who can apply?

The Support Fund is open to current CSSC members, to apply you must have been a member for a year or have paid for a full year in advance.

All applicants must have been a continuous **member of CSSC for at least one year prior to the date of application.**

How much can I claim?

This depends on each applicants' circumstances and each application is assessed individually.

The Financial Support Fund is sponsored by the CSSC community lottery, helping members who may be facing financial challenges take part in sport

How often can I claim?

CSSC members are eligible to complete an application to the Support Fund every 3 years, unless there are exceptional circumstances, which will be considered on a case by case basis if the membership remains active during that time.

Please be aware that funding could be limited due to budget restrictions and popularity at certain times and may not be available all year round.

How do I apply?

- Please complete the online form, download and then email to active@cssc.co.uk
- If needed, CSSC would be pleased to help with the completion of the application form, please call **01494 888413** or email active@cssc.co.uk for assistance.
- All applicants must have been a continuous **member of CSSC for at least one year prior to the date of application.**
- There is no restriction on which sports or activities can be considered but, in all cases, CSSC wishes to ensure that the funding available is applied to the benefit of individual members who genuinely aspire to realising their sporting or recreational ambitions, be that as a player, official, coach, instructor or in any other capacity.
- In all cases CSSC is looking to understand how financial assistance will benefit a member's development and progression in their chosen activity.
- Applicants are urged to identify specific items for which assistance would be beneficial. This might include an item of equipment, attendance at a competition or event, or completion of a course or qualification related to their chosen activity.

- Successful applicants must only use any approved funding for the purpose stated and CSSC will request proof of payment.
- To assist in the decision making of the application, members should outline the background to their current difficulties and how these have impacted on their ability to achieve their sporting or recreational ambitions. Please be as specific as possible. This might include a brief summary of your income and outgoings, an overview of any debts (e.g. loans, credit cards etc) and/or savings and an indication of how long you have faced these difficulties or consider that you might now be faced with them.

All applicant's information will be held in the strictest confidence and in accordance with our Data Protection Statement which can be found on the application form.

Decision

Your application will be assessed by a panel of members from the CSSC Sports and Leisure Committee in the strictest of confidence, please be aware that we may need to ask for additional information in support of your application.

We shall endeavour to make a final decision in most cases within 30 days from the date the application is sent to the CSSC Sports and Leisure Committee panel members.

We will send a funding agreement which will need to be signed and returned to accept terms of funding.

Terms and Conditions

- The amount of each award will be dependent on the information provided in the application.
- The scheme will operate to an annual budget, we would like to make you aware that at certain times funding could be limited due to budget restrictions and popularity.
- Other than in the most exceptional circumstances, grants from the scheme will reflect a contribution towards the required costs rather than the full cost.
- Members must have been a continuous member for over a year.
- Successful applicants must only use any approved funding for the purpose stated and CSSC will request proof of payment.
- After receipt of funding CSSC members may be able to apply again in three years.
- Successful applicants will be invited to participate in publicity of the scheme and their sporting or activity achievements in such outlets (but not limited to) like social media, articles on the CSSC website and CSSC's magazine.
- All applications will be considered by panel members of CSSC's Sports & Leisure Committee.
- Application outcomes will be confirmed in writing, CSSC aims to decide on the level of funding within 30 days of receipt of the application.