

## BJA Coaching Education Contribution Fund FAQs (VI)



### What is the Coaching Education Contribution Fund?

The Coaching Education Contribution Fund exists to help to reduce the negative impact of Covid-19 and help community groups working with target audiences to grow and help more people.

The Coaching Education Contribution Fund will be spent on these priority audiences:

- Lower socio-economic groups (LSEG);
- Culturally diverse communities;
- Disabled people;
- People with long-term health conditions.

This fund aims to build resilience in our coaching workforce, with our key goal to offer more people the opportunity to live more active lifestyles through judo.

### Who can apply?

Any full subscribing member of the British Judo Association in England can apply.

### What can I apply for?

You can apply for a Level One, Level Two or Level Three coaching course fee and a contribution to associated travel / accommodation expenses (within the funding guidelines).

### When can I apply until and when should training be completed by?

Applications will close by 31<sup>st</sup> July 2023 or once the fund is exhausted.

All training must be booked by 30<sup>th</sup> September 2023.

### What if I have already received Sport England / National Lottery Funding?

You cannot apply for funding which has already been received for the same courses.

Applications cannot duplicate any funding which has been received already from Sport England / National Lottery.

### What is the funding criteria?

This funding will enable individuals within BJA Clubs working with, or personally from, our target audiences (listed below), to progress their coaching qualification and widen the coaching support within their existing or new clubs:

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### What costs can I apply for?

The cost of either a Level One, Level Two or Level Three coaching course and a contribution to associated travel / accommodation costs as per below:

Level One: up to £150 claim limit.

Level Two: up to £350 claim limit.

Level Three: up to £450 claim limit.

If successful, the applicant must arrange and pay for their own accommodation and travel. They must then provide receipts and claim back from the BJA after the course has been completed. Mileage can be claimed at the appropriate HMRC Mileage rate from the applicant's home address to the training venue (subject to the limits shown above).

### How can I apply, what is the process?

1. Complete the application form on our website.
2. You will receive an email confirming receipt of your application within an hour of submitting.
3. You will then receive a further email from the fund administrator with your application reference alongside a copy of our privacy policy and FAQs documents.
4. The BJA Coaching Education Contribution Fund Approval panel will review your application within three weeks.
5. You will be contacted by the fund administrator to advise if your application has been successful within four weeks of your application.
6. If successful at point 5, you will be issued with a funding approval letter and an award agreement for you to complete.
7. Once you have returned your signed agreement, we will then send you a special booking link to book the course you would like to attend (you will not need to pay directly for the course).
8. Once you have completed the booking link you will be advised that your course has been booked

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### **What Monitoring and Evaluation is expected?**

Successful Applicants will be expected to attend and complete the funded Coaching Qualification course.

At the end of the course we will ask for feedback on the impact to you personally and your club.

### **Can I apply for funding for training that has already taken place?**

No, we are not able to fund training that has already started prior to funding being approved.

### **Am I allowed to appeal the decision of the BJA Coaching Education Contribution Fund Approval Panel?**

There will be no appeals, by entering the process applicants agree to this condition.