

“TOP UP” SPORTS SCHEME

Team Information Sheet

Purpose

Sport Gisborne Tairāwhiti (SGT) is offering athletes who experience financial hardship, the opportunity to apply for a funding “top up” to ensure that talented athletes from our region—individuals and teams—are not missing out on pathway opportunities at a regional, national or international level towards achieving their sporting goals and aspirations.

Examples of such a pathway opportunity could include competitions and tournaments, sport camps, and skill clinics. These must be sanctioned by the National Sporting Organisation and be part of a pathway for further achievement.

Any sports-related costs will be considered and there is no expectation that the funds be spent on only school-endorsed sports.

Unique to this scheme is our “Pay it Forward” strategy which requires recipients to commit to providing volunteer hours back to sport. In what capacity this will be achieved will be negotiated between the team manager and SGT once their application has been approved.

Eligibility

- Event that is being attended must be endorsed by local club and/or code and the national governing body of the sport. Regional events must be a pathway event to a national event.
- Applicants income is less than \$70,000 (**proof of income detail required**)
- Applicants should be a minimum of 14 years of age. Applicants must be competing in either a sanctioned youth age grade or open division. Master’s competitors are not eligible to apply unless competing in an open division. In special cases Under 14’s will be considered. Application will be assessed on the merits of the event and the level of the competition. Please contact SGT to discuss if this applies.
- Applicants must live in the Tairāwhiti region.
- Funding is available to teams, up to
 - \$5000 per team (based on 15 per team e.g. Rugby, Hockey, Football team)
- There is a maximum allocation of \$5000 per code, per calendar year.
- Only one application per calendar year can be for an international event.
- Athletes are eligible to apply for further funding only after they have completed their previous accountability requirements. If a team member has not completed their requirements, then team applications cannot be made until they are done.

- If an individual within a team goes on to higher honours (i.e. national representation, national team selection) then they are welcome to apply to the fund again for support, provided they meet the basic eligibility criteria.
- Funding allocations will be at the discretion of the SGT selection panel and will consider the total cost to attend the event, the number of athletes traveling, and the distance to travel.

Submission

- There is no closing date applications will be considered throughout the year.
- Applications will be processed within a 20 working day timeframe.

Application Process

1. Applicants must complete the “Top Up” Sports Scheme Application Form and submit all relevant information including a letter of application and a letter of support from the club/code/school they are affiliated to.
2. Once approved, applicants will need to sign their contract including the volunteer hours they can provide back to their sport. A commitment of over 30 hours for a team is required if the application is successful.
3. The contract is to be signed between SGT and the Team Manager confirming this agreement and outlining all other requirements and expectations pertaining to this scheme. The awarded amount will then be deposited into the nominated bank account.
4. At the conclusion of their volunteer hours, the athlete(s) will be required to submit a written report about their sporting and voluntary experiences including how the scheme has benefitted them. A team representative can complete the report on behalf of the team.
5. The SGT selection panel reserves the right to consider applications that fall outside the criteria.
6. Decisions made by the SGT selection panel will be final.

The “Top Up” Sports Scheme Application form is attached. If you believe you are eligible for a “Top Up” Sports Scheme you are invited to complete and return the form to Sport Gisborne Tairawhiti. Please mark confidential and address to Helayna Ruifrok, Community Sport Coordinator. All details are confidential to the SGT decision making group and all information is stored securely for audit purposes. If you have any further questions, please contact Helayna on 06 868 9943 ext 719.

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Application Form—Team

Please complete all sections of this form and return it to Sport Gisborne Tairāwhiti marked ‘CONFIDENTIAL’. The decision will be communicated to you within 20 working days.

| SECTION A: Team Details | | |
|------------------------------------|--------|--------|
| Team Name | | |
| Age division (i.e. U13): | | |
| Contact Person: (Team Manager) | Name: | Phone: |
| | Email: | |
| Address of Organisation: | | |
| Name of competition/ event: | | |
| Location of Competition/ event: | | |

SECTION G: Declaration

This is to be signed by the adult team representative.

I/We, the undersigned, hereby acknowledge that the information given above is true and correct

Signed: _____ Date: _____
(Adult Team Representative)

Signed: _____ Date: _____
(Community Sport Advisor)

SECTION H: Checklist

- Signed and completed application form
 - Letter requesting "Top Up" Funding
 - Sport Cost Breakdown
 - Letter of Support from Club/Code
 - Evidence of event's NSO alignment
 - Proof of income detail (IRD pay summary; employer pay slip)
 - Bank Account Details
-

Office Use Only:

Application Approved: YES / NO Amount Awarded: \$ _____

Reason for declining application: _____

Signed by SGT: _____ Date: _____

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Contract

Athlete Conduct

I understand that I am a representative of my chosen sport, it is expected that I shall be a role model and fulfill all criteria of those associated bodies that I am representing including Sport Gisborne Tairāwhiti.

Any reports of misbehavior and/or evidence of drug usage (performance enhancing or “social”) will result in instant cancellation of your “Top Up” contract and a refund of any monies received from Sport Gisborne Tairāwhiti.

Volunteer Requirements

I understand the “Top Up” Sports Scheme is a reciprocal arrangement between Sport Gisborne Tairāwhiti (SGT) that involves committing volunteer hours, as per my contract criteria, in exchange for financial assistance.

I agree to the following volunteer hours: _____ (Reporting template)

I agree these volunteer hours will be completed by: _____ (timeframe)

I understand these volunteer hours will be monitored and signed off by a nominated person and will be reported back to SGT and the relevant NSO.

Reporting Requirements

I understand I must submit a written report and photographs about my sporting and voluntary experiences including how the scheme has benefitted me personally. Failure to do so may jeopardize future funding applications for me and members of my club / code.

I understand and agree to the terms and conditions of the “Top Up” Sports Scheme and the support from Sport Gisborne Tairāwhiti.

Confidentiality

I understand all details are confidential to the SGT decision making group and all information will be stored securely for audit purposes.

Signed: _____ Date: _____
(Athlete or Adult Team Rep. for team application)

Signed: _____ Date: _____
(Community Sport Advisor, SGT)