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| Dorset ASA Logo | **DORSET COUNTY ASA****COUNTY FUNDING 2018-19**  | * Application form for approved CPD courses.
* All claims must be in line with DCASA Policy and Operating Procedures.
* Invoices and receipts where applicable must be attached.
* Certificate(s) of course completion must be submitted before payment.
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| **SECTION A: To be completed by Club Secretary** |
| **CLUB:** | **CLUB SECRETARY:** | **Address:****Tel:****Email:** |
| **Signature:** |
| Please state the number of prior applications for CPD funding submitted by your club in this financial year (April 1 to March 31):  |
| **SECTION B: Applicant(s) information**  |
| **NAME (1)** | Date of Birth:Membership No: | Current role(s) in club: | Is the applicant paid expenses only? *delete as relevant*  **YES / NO**  Is the applicant paid a salary or hourly rate of work? *delete as relevant*  **YES / NO**Number of hours the applicant is paid to work per week?  |
| **NAME (2)** | Date of Birth:Membership No: | Current role(s) in club: | Is the applicant paid expenses only? *delete as relevant*  **YES / NO**  Is the applicant paid a salary or hourly rate of work? *delete as relevant*  **YES / NO**Number of hours the applicant is paid to work per week?   |
| **NAME (3)** | Date of Birth:Membership No: | Current role(s) in club: | Is the applicant paid expenses only? *delete as relevant*  **YES / NO**  Is the applicant paid a salary or hourly rate of work? *delete as relevant*  **YES / NO**Number of hours the applicant is paid to work per week?   |
| **NAME (4)** | Date of Birth:Membership No: | Current role(s) in club: | Is the applicant paid expenses only? *delete as relevant*  **YES / NO**  Is the applicant paid a salary or hourly rate of work? *delete as relevant*  **YES / NO**Number of hours the applicant is paid to work per week?   |
| **NAME (5)** | Date of Birth:Membership No: | Current role(s) in club: | Is the applicant paid expenses only? *delete as relevant*  **YES / NO**  Is the applicant paid a salary or hourly rate of work? *delete as relevant*  **YES / NO**Number of hours the applicant is paid to work per week?   |
| **NAME (6)** | Date of Birth:Membership No: | Current role(s) in club: | Is the applicant paid expenses only? *delete as relevant*  **YES / NO**  Is the applicant paid a salary or hourly rate of work? *delete as relevant*  **YES / NO**Number of hours the applicant is paid to work per week?   |
| **SECTION C: Course Information** |
| **COURSE TITLE:**  | **COURSE COST:** | **VENUE:** | **ATTENDING CANDIDATE:** |
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| If you have applied for additional funding for these courses from any other source(s), state how much and from which source(s): |
| **ANY CLUB OR INDIVIDUAL FOUND TO BE FALSIFYING INFORMATION OR NOT TO BE DECLARING FUNDING FROM ALL SOURCES,** **INCLUDING FUNDING BEING PROVIDED BY THE APPLICANT’S HOME CLUB, WILL NOT BE ELIGIBLE TO APPLY FOR FUNDING THEREAFTER.** |
| **FUNDING CRITERIA** |
| 1. In general, funding is awarded for the advancement of volunteers who are members of Swim England via a Dorset County ASA affiliated club and not for the career progression of club employees.
2. Funding may be accessed by all affiliated clubs, however there is a limited amount of funding and not all applications may be approved.
3. There is no limit on the number of applications per club per financial year for CPD Safeguarding & Protecting Children or Time To Listen workshops. However, funding for Time To Listen Workshops may be limited to Club Welfare Officers only.
4. All sources of funding will be taken into account prior to determining the amount of funding to be awarded.
5. If approved, funding will be paid retrospectively by the end of the financial year and only on receipt of proof of the candidate having successfully completed the course being submitted.
6. The funding year is April 1 to March 31 annually, and all funding applications will be reviewed at the end of this period.
7. Funding for a CPD Safeguarding & Protecting Children workshop will be payable for course cost in excess of £20 to a maximum of £15 per person.
8. Funding for a CPD Time To Listen workshop will be payable for course cost in excess of £20 to a maximum of £5 per person.
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| **Please return the completed form to:** County Secretary, Dorset County ASA, 22 Stibbs Way, Bransgore, Christchurch BH23 8HG or email to digibbs@talktalk.net |