

## Overview

To compete in sport at any level incurs an inevitable financial cost. The England Talent programme recognises that individuals and their families at all levels within the pathway make significant sacrifices and financial contributions to support and enable participation and the pursuit of sporting excellence in Canoe Slalom and Canoe Sprint. England Talent programme athletes and British Canoeing are very fortunate to benefit from lottery funding which pays many of the indirect costs of involvement in the competition and training programmes.

To better support athletes who may be suffering from financial difficulties or whose family circumstances mean they are at a disadvantage relative to their pathway peers, the England Talent Programme has made available a limited **Hardship Grant** to eligible England Talent Programme athletes.

The Grant's purpose is to help individuals and their families who are undergoing significant financial hardship by providing financial assistance which enables an athlete to participate in activities that may otherwise have been unaffordable.

## Criteria

To be eligible to apply for a Hardship Grant the athlete must be a current member of an England Talent Programme and must evidence one or more of the following:

- Their family is undergoing significant financial hardship or;
- They are a university student that currently qualifies for maximum maintenance loan or grant support.
- They are completely estranged from their parents or;
- They are living in local authority care or;
- They are currently caring, unpaid, for a friend or family member who due to illness, disability, a mental health problem could not cope without the athlete's support.

## Application Process

Applications are invited to complete the form [HERE](#). Each application will be considered by an Independent Awarding Panel. The details within the application will be treated as highly sensitive and confidential and will not be shared beyond the members of the Independent Awarding Panel.

The Independent Awarding Panel may on occasion seek input from the Head of Talent or the athletes coach in the interest of providing further context to support an informed decision.

Grants from the fund are discretionary and therefore there is no guarantee that an application will be successful. When considering each application, the Independent Awarding Panel will take a majority view as to which application/s will support the greatest impact at that given point. Applications will be decided on a case by case basis and no decision of the Independent Awarding Panel will create a precedent for future cases.

The following non-exhaustive list of factors will be considered by the Independent Awarding Panel in order to assess which Grant will have the greatest impact:

- Degree of financial hardship.
- The potential impact of the Grant.
- Location of the athlete.
- The alternative options (or lack thereof) available to the athlete.
- The applicant's personal circumstances.
- The purpose of the application.
- The current performance level of the athlete (relative to each disciplines Talent Matrix)
- Any other bursaries or grant funding the athlete is currently in receipt of.

The Independent Awarding Panel will consist of the following Members;

- British Canoeing Performance Wellbeing Coach
- British Canoeing Talent Administration Officer
- Compliance Case Officer

Should any of the above mentioned Panel Members be unavailable to sit on the Panel then where it is appropriate, and where the circumstances dictate it necessary, a suitable, impartial representative may attend in their place. This individual may be employed by British Canoeing but will be independent of the England Talent Programme.

The deadline date for applications for this Hardship Grant is **31<sup>st</sup> July 2019**.

The total hardship fund available is limited and therefore it is not anticipated that an individual application will be awarded in excess of £300. Each application will be acknowledged and all applicants will be notified within 10 working days of the closing deadline as to whether their application has been successful.

### **Eligible expenditure**

Applications can be made to cover necessary expenditure associated with the cost of competition, including but not limited to:

- Travel costs;
- Essential kit and equipment costs;
- England team kit;
- Contributions towards the cost of international racing and training camp attendance;
- Race entry fees.

All expenditure will need to be evidenced with a suitable receipt.

## **Terms and Conditions**

- Funds are limited so Grants are at the absolute discretion of British Canoeing.
- For the purpose of the England Talent Programme Hardship Grant, significant financial hardship is defined as any family currently claiming statutory benefit (other than child benefit) to supplement their household income or with total gross household income of less than £28,400 (the median of UK equivalised household disposable income in 2018 as determined by the Office of National Statistics).
- Upon a successful Grant application, applicants may be asked to provide evidence of financial hardship based on the specified criteria.
- Grants cannot be applied for retrospective funding.
- Except in exceptional circumstances only one grant per person will be awarded within any 12 month period.
- As this is the first iteration of this scheme and policy with very little precedent within the sport sector to act as guidance the Hardship Grant is subject to consistent review and amendment
- Individuals currently in arrears with agreed programme contribution costs will be precluded from applying.
- The Hardship Grant fund should not be viewed as a regular source of income. There is no guarantee that this fund will continue on an annual basis and so it must not be relied upon to support continued involvement in the sport.

## **Conflicts of Interest**

British Canoeing is committed to upholding high standards of integrity, and as such, any person who is part of the grant decision making process shall declare any conflict of interest or potential conflict of interest and shall refrain from participation in the discussion in respect to the application in which they have a conflict of interest. If a person is unsure whether they have a conflict or potential conflict they should consult the Head of Governance and Compliance.

## **Data Protection**

British Canoeing is a privacy conscious organisation and is strongly committed to an individual's right to privacy. All data gathered during the course of any application will be processed and stored in compliance with the British Canoeing Data Protection Policy and in accordance with all applicable Data Protection laws in effect at the time of publication of this document, including but not limited to, the Data Protection Act 2018 and the GDPR which came into effect on 25th May 2018.

Further information on British Canoeing's approach to privacy and data protection, including our privacy notices, policies and contact details, can be located in our Privacy Centre (<https://www.britishcanoeing.org.uk/about/privacy-centre>). Should an individual wish any data we hold relating to them to be deleted at any point, they should contact us at [GDPR@britishcanoeing.org.uk](mailto:GDPR@britishcanoeing.org.uk).

## **Appeals**

We hope that having read this Hardship Policy and considered the decision of the Independent Awarding Panel, an applicant will understand why and how a decision has been made.

However, should an applicant wish to appeal the decision of the Independent Awarding Panel an appeal can be brought on any (either individually or cumulative) of the following grounds:

- The approved policy for the Hardship Grant was not followed;
- The evidence submitted was not properly considered by the panel;
- The degree of hardship is greater than the panel considered;
- The panel showed bias in their decision making.

An initial Notice of Appeal should be submitted to the Head of Talent within 48 hours of the outcome of the application being announced or communicated. The Notice of Appeal should set out the grounds of the appeal and should include full details of which ground(s) detailed above the appeal is based upon and the manner in which the ground(s) have been met. The details within any appeal will be treated as highly sensitive and confidential and will not be shared beyond those considering the appeal.

Having considered the Notice of Appeal the Head of Talent will either uphold the original decision or conclude that a further formal review is required at which point, they will request the British Canoeing Chief Executive Officer or their designee reconsider the application. The decision of the British Canoeing Chief Executive Officer or their designee will be final and binding. The Head of Talent will advise the applicant in writing of the outcome in this regard within 5 days of receipt of the initial Notice of Appeal.

### **Policies**

For the avoidance of doubt this policy operates in conjunction with all relevant British Canoeing policies including but not limited to, Equality Policy, Anti-Doping Policy, Anti Bullying Policy and Anti Bribery Policy.

### **Contacts**

Head of Talent: [richard.ramsdale@britishcanoeing.org.uk](mailto:richard.ramsdale@britishcanoeing.org.uk)

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