



Team Essex

Ambassador's Award 2011

Name

Sport

Guidance Notes

About the Scheme

The Essex County Council Team Essex Ambassador Awards are aimed at giving the most talented Essex sportsmen and women a boost as they strive to break through to the very highest level. The scheme is specifically aimed at providing grant aid to those with potential to compete at the London 2012 Olympic Games and Paralympic Games. All award recipients must also be prepared to commit to undertaking a programme of ambassadorial duties, within School Sport Partnerships and the community.

The Ambassador Awards are the top tier of a comprehensive funding package provided by Essex County Council to support athletes with talent.

This year we are pleased to welcome athletes from the Southend-on-Sea area to apply, made possible through Southend-on-Sea Borough Council's Legacy 2012 funding.

The London 2012 Inspire Mark

The Team Essex Ambassador's Award has been granted the Inspire Mark, the badge of the London 2012 Inspire programme. The London 2012 Inspire programme recognises innovative and exceptional projects that are directly inspired by the London 2012 Olympic and Paralympic Games.

This project has been fully undertaken because of the 2012 Games and is a funding stream aimed specifically at those athletes with NGB (National Governing Body) recognised potential to compete at the Games. It will also inspire young people to take part in sport and continue this as a lifestyle through the Team Essex Ambassadors and their messages around the 2012 Games.

Seb Coe, Chair, London Organising Committee of the Olympic Games and Paralympic Games said: "Team Essex Ambassador's Award is encouraging top tier, Essex based athletes to fulfil their potential. I am proud that with the help of partners such as Essex County Council we are delivering on our vision to use the power of the Olympic Games and Paralympic Games to boost participation in sport and physical activity in children and young people across the county."

If you are unsure if you qualify for this scheme please telephone or email:

Linda Gaine 01245 431491 email: linda.gaine@essex.gov.uk

Sam Fry 01245 431492 email: sam.fry@essex.gov.uk

Stuart Bolton 01245 431493 email: stuart.bolton@essex.gov.uk

The Ambassador Awards form a part of Essex County Council's pledge to support young people in Essex to fulfil their sporting potential.

About the Award

The Awards are aimed at athletes identified by their National Governing Body of Sport for showing potential to compete at the 2012 Games. Athletes may already be receiving World Class, TASS 2012 or other grant aid. A total of thirteen athletes will each receive a £6500 bursary to help with the costs of training and competing at the highest level. In return, athletes will help to inspire young people across the county to become involved in sport by undertaking ambassadorial duties linked to the network of School Sports Partnerships, and also within the community.

Ambassadorial Duties

Each Award recipient will:

- Attend an orientation session in January 2011 which will give background information about the ambassadorial duties and provide support for personal presentation and communication skills;
- Undertake a minimum of 3 personal appearances per year within School Sports Partnerships to inspire young people to become involved in sport. Each awardee will be assigned to a School Sports Partnership and attend activities such as school assemblies, question and answer sessions and demonstrating sporting skills;
- Undertake a minimum of 3 personal appearances per year within the wider community to inspire people to be involved in sport and physical activity;
- Provide a maximum of three progress reports;
- Attend an annual celebratory event, (January 2011) to receive award;
- Agree to be profiled in articles and press releases and in other promotional materials as appropriate, including after the scholarship has concluded;
- Contribute to 'Journey to the Podium', which will commission artists to work with athletes to produce a piece of artwork to create an exhibition;
- If under 18 a parent/carer will be required to accompany the athlete to events.

Guidance Notes *cont...*

Eligibility

The scheme is open to both able bodied and disabled athletes involved in the sports that will be included in the 2012 Games. The scheme will support athletes within the Essex County Council administrative area (Basildon, Braintree, Brentwood, Castle Point, Chelmsford, Colchester, Epping Forest, Harlow, Maldon, Rochford, Tendring, and Uttlesford and the Unitary Authority of Southend-on-Sea Borough Council) who meet all the following criteria:

- Aged 12 upwards;
- Identified as potential athletes who will compete in the 2012 Games by their relevant National Governing Body of Sport at a national level;
- A current member of the National training squad or team or on the NGB Olympic/Paralympic programme at the date of application;
- Athletes may already be receiving world class, TASS 2012 or other grant aid or sponsorship;
- Born in, or living in, or belong to a club in **one** or more of the following Local Authority areas in Essex (Basildon, Braintree, Brentwood, Castle Point, Chelmsford, Colchester, Epping Forest, Harlow, Maldon, Rochford, Southend-on-Sea, Tendring, Uttlesford).

There is one application window per year, which is November with awards being made in January. Athletes may reapply in future years, but must show evidence of performance progression and account for previous award expenditure.

If unsure about eligibility please contact any one of the contact names listed on page 2.

This scheme will not normally fund:

- Athletes involved in sports that are not part of the 2012 Games programme;
- Individual athletes or athletes that are included in teams that have not been identified as potential 2012 Games participants by their National Governing Body of Sport;
- Funding in retrospect for training or competition that has already taken place or equipment that has already been purchased;
- Athletes that currently live in the Unitary Authority of Thurrock or London Boroughs that have an Essex postal address and, currently compete for a club based in these same areas.

Application Process

All applicants must complete a full application form, requesting the following:

- Evidence of meeting performance eligibility criteria (must have official evidence as having the potential to compete in the 2012 games) and an Olympic/Paralympic training programme if applicable
- Evidence of meeting birth, residence or club eligibility criteria
- History of Sporting achievement (Current Rankings)
- Testimonials to ratify the above from National Governing Body and Performance Director/National Coach
- Long term performance goals
- Outline of how grant aid money would be spent
- Declaration of other grant aid already received
- Signed commitment to meeting ambassadorial duties

All applications will be assessed by a panel which includes County Councillors, members of the Essex Strategic Board for a legacy from the 2012 Olympic Games and Paralympic Games and County Council officers.

This is a competitive process and applications will be assessed with regard to eligibility, performance, potential and ability to meet ambassadorial commitments and be mindful of geographical spread and supporting a range of sports included in the 2012 Games. The decision of the panel is final. If any applicant has any complaints about the application process those should be made in writing to Essex County Council.

Timescales - please ensure you give yourself plenty of time to complete this form and gather the necessary paperwork well before closing date.

August 2010	Applications Open.
November 30th 2010	Closing date for applications – all applications MUST be endorsed by relevant NGB of Sport to be considered.
W/C December 6th 2010	Eligibility Panel will meet to shortlist applications and grant awards.
W/C December 13th 2010	All successful applicants will be notified in writing and asked to sign an agreement form confirming that they commit to undertaking ambassadorial duties etc.
W/C December 20th 2010	Team Essex Ambassador Awards announced.
W/C January 10th 2011	Presentation event for recipients.

Other Grant Aid Schemes available in Essex

sport:exl – sportessex

The vision of sport:exl is to award grants and bursaries to aspiring and talented young athletes including those on Gifted & Talented registers in schools in the county who need a helping hand to reach their potential. The sport:exl grant making criteria is simple, directing its assistance to those who need it most, from young athletes not yet recognised by the National Governing Body for their sport, to those already at their peak and who may be a future 2012 Games champion. For more information go to www.sportessex.com or contact Angela Littlewood on 01245 702410 or email angela.littlewood@sportessex.org.uk

SportsAid - Essex

SportsAid is a national charity operating a countrywide scheme that provides direct financial assistance to those with proven ability at a National and Regional level in sport between the ages of 12 to 18 years for able bodied athletes and with no age restriction for disabled athletes. 55 sports are included and the funding is aimed at those at GB/National Level or squad members with potential but not in receipt of other funding e.g. TASS.

For more information go to www.sportsaid.org.uk or contact Sally Peck on 07714 276586 or email Sallysportsaid@aol.com

Team Essex - Ambassador Award Application Form

About the Applicant

Evidence of meeting residence eligibility criteria

Name of Athlete

Address

.....

.....

.....

Tel:Day

Evening

Mobile

Email

District / Local Authority Area

Date of Birth and Age

(Please enclose copy of birth certificate)

Place of birth Town/District

If studying – Name of school, college, university, city/town –
how long you expect to be in full time education

If working Name of employers – Occupation

If you are successful who would you like the cheque made payable to?

History of Sporting achievement

Your Sport

Your Event (If applicable)

Application Form *cont...*

2012 Games event (please state)

Club Belong to

Club Base (include town and district)

National Governing Body affiliated to

Where do you usually train and how frequently?

Evidence of meeting performance eligibility criteria

National Teams or Squads you belong to at present (please list if GB/UK/England/Olympic-Paralympic Programme)	Age Group

Current Rankings (please complete this as thoroughly as possible)						
Event(s)	Age	Category	World Position	European Position	British Position	English Position

Results (Past Year)					
Date	Name of competition	Event	Age	Category	Result

About the Athlete

Long term performance goals

Please give a brief description of your development in your sport.

You can continue on a separate sheet if necessary (no more than two sides of A4 in total for this section). Please ensure you cover the following points.

What do you want to do? What do you hope to achieve?

Aims for coming season

Application Form *cont...*

Aims for 2012 Games

Who are the people involved in your personal development?

How much time do you spend abroad in training/competition? Give details for 2010 if known

Supplementary Information regarding Ambassadorial duties

One of the questions we have already been asked is how potential athletes will fulfil their ambassadorial duties if they are based mainly in other parts of the UK or abroad.

Please complete the following stating the time you will be available in Essex and how you will fulfil your duties

When will you be available to fulfil your ambassadorial duties in Essex
(state actual months in Essex):

If you are mainly based away from your Essex address, how do you think you will fulfil your ambassadorial duties?

Application Form *cont...*

Budget

Declaration of other grant aid already received

Please give a brief income/expenditure sheet to show how much money per year you spend on your sport, including other income you may be in receipt of. This could include 'in kind' contributions such as coaches' time and financial support such as SportsAid grants.

Description	Annual Expenditure	Amount £
	Total	

Description	Annual Income	Amount £
	Total	

Outline of how your Team Essex grant aid money would be spent.

Expenditure	
Total	£6,500

***Note:** You will be expected to provide evidence of expenditure within each of your progress reports.

Athlete Declaration

Signed commitment to meeting ambassadorial duties

This section should be completed by the athlete and a parent/carer if under 18 years of age.

Athlete

I _____

(Name of athlete) declare that the information given is a true and accurate record.

I will agree to all the terms and conditions of this award as detailed in the application form and guidance notes. If successful I agree to fulfil all of the commitments required in my ambassadorial duties

Name _____

Signature _____

Date _____

Parent/Carer declaration

(if Athlete under 18)

I _____

(Name of parent/carer if under 18 years of age) declare that the information given is a true and accurate record.

I will agree to ensure that the named athlete adheres to all the terms and conditions of this award as detailed in the application form and guidance notes. If successful I agree to ensure that the named athlete fulfils all of the commitments required in the ambassadorial duties

Name _____

Signature _____

Date _____

Application Form *cont...*

National Governing Body of Sport Declaration

Testimonials to ratify above from National Governing Body and Performance Director/National Coach

To ensure you are considered for the award, you must also provide **separate written proof of identification as a potential athlete for inclusion in the 2012 Games**, preferably on Governing Body of Sport headed paper, and ensure this is signed by the appropriate person. If this is not received with the application it will be rejected.

An example letter is included in this form which will provide guidance.

The table below must also be completed and signed by the Performance Director / National Coach. This report is an essential part of the application process and must be completed in full before the application can be considered. If it is not completed the application will not be considered.

Is the information provided by the application correct
(to the best of your knowledge)?

YES NO

If no please state correct information

What current funding is received if known?

Are the long term aims indicated on the previous pages
realistic and achievable?

YES NO

Give a brief report on the potential of the applicant to compete at the 2012 Games and their current rankings in the World, Europe and nationally.

Are there any relevant personal circumstances the panel should consider regarding the applicant?

I
(Name)

of
(Organisation)

support this application for a Team Essex Ambassadors Award.

Name

Position

Relationship to Athlete
(e.g. Performance Coach)

Are you related to the Athlete YES NO
(If Yes, state relationship, eg Parent)

..... Date

Contact details if additional information is required

Address

.....

.....

.....

Email

Telephone Numbers

Please ensure you provide separate written proof also.

Sample letter for NGB's

Name:
Organisation:
Position in Organisation:
Address:

Date:

Dear Sir/Madam

Team Essex Ambassador's Award 2011

Athlete Name:
Sport/Discipline:

On behalf of the National Governing Body of Sport for XXXXXX, I can confirm that XXXXXX is a member of the GB/England/Olympic - Paralympic programme (state all that they are involved in) and has been part of this squad/these squads for the past xxxx month/years.

If an individual competitor:

They are currently ranked xxxx in the World/Europe/GB/England at a Senior/Under XX level. (Please state all rankings and age group for each category).

Or if a team sport...

They are currently a member of the XXXX Team/Squad and the team/squad is currently ranked XXX in the World/Europe/GB.

They have been identified by the NGB as having the potential to be part of the London 2012 Olympic Squad/London 2012 Paralympic Squad.
(This statement MUST be included).

They have recently competed in (state high level competition) where they achieved XXX place in England/GB/Europe/World.

I fully endorse this application for this athlete and if you have any questions please contact me via the contact details below.

Yours sincerely

Name:
Position:
Telephone:
Email:

Application Checklist

Before posting please check the following

- Have you answered every question on the form?
(Mark N/A or N/K where relevant)
- Has the application form been completed and signed by all it should be?
- Have you completed the monitoring form?
- Have you enclosed a copy of your birth certificate?
- Have you provided **separate written proof of identification** as a potential athlete for inclusion in the 2012 Games, from your National Governing Body?
- Have you enclosed the application form?
- Have you kept a copy of the application form for your own records?

Please note we are unable to consider applications that do not have the relevant information or governing body endorsements.

We will stick to this criteria strictly and return forms that have not been completed properly or do not have the relevant paperwork attached

Please return this form and all enclosures to:

Essex County Council
Essex 2012 Legacy Team
Room C328,
County Hall
Chelmsford,
Essex
CM1 1QH

By 5pm 30th November 2010 at the latest.

Forms must be received in hard copy and cannot be sent electronically or by fax, they must be posted or handed in at County Hall, Chelmsford.

Team Essex - Ambassadors Award Monitoring Form

To be eligible for consideration this Monitoring Form must be completed and returned with your application. The following questions are designed to aid statistical analysis of applications to the award scheme. The information you provide here will NOT be used as part of the assessment process.

Sports Equity - Sport should be available and accessible to all regardless of gender, ability or cultural diversity.

Are you?

Male Female

What is your ethnicity?

Please tick one of the 5 main categories listed on the left. The sub categories below each will help you decide which category best fits.

White

British, Irish, any other white background. Please write in

Mixed

White & Black Caribbean, White & Black African, White & Asian, any other mixed background. Please write in

Asian or Asian British

Indian, Pakistani, Bangladesh, any other Asian background – Please write in

Black or Black British

Caribbean, African, any other Black background Please write in

Chinese or other ethnic group

Chinese, any other ethnic group not listed Please write in

Prefer not to say

Do you consider that you have a disability?

Yes No

If Yes, what is the nature of the impairment?

Physical Impairment

Yes No

Learning difficulty

Yes No

Hearing impairment

Yes No

Vision impairment

Yes No

Other, please specify

Yes No

Prefer not to say

Yes No

This document is issued by

Essex County Council.

You can contact us in the following ways:

By telephone:

01245 431491

By email:

London2012@essex.gov.uk

visit our website:

www.essexlegacy.org

The information contained in this brochure can be translated,
and/or made available in alternative formats, on request

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