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**AWARDS TO  
COACHES AND OFFICIALS**

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**Willie Innes Sports Award Scheme**

East Lothian Council recognises the valuable contribution to the development of sport and recreation made by coaches and officials, and support is available to those working in a voluntary capacity to enable these individuals to continue to improve their qualifications and to widen their experience for the benefit of local sportspeople.

Guidance notes to applicants are contained within this leaflet and these should be read carefully before completing the attached application form. Separate information leaflets detail the other awards currently available within the Sports Award Scheme -

*Awards to Individual Sportsmen and women*

*Special Awards to Individuals/Groups/Clubs*

If you have any further questions about any aspect of the Scheme, please contact:

Gwen Stewart on 01620 820 658 or email :

[sportspass@eastlothian.gov.uk](mailto:sportspass@eastlothian.gov.uk)

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## WHO CAN APPLY?

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The scheme is open to all clubs which are based in East Lothian. To be eligible a club must be properly constituted and affiliated to the appropriate Governing Body of Sport.

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## WHAT ASSISTANCE DOES THE SCHEME OFFER?

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Financial assistance is available to Clubs to support the development of club coaches and officials through the following:

- Attendance by active Club coaches and officials at courses leading to appropriate qualifications
- Attendance by active Club coaches and officials at appropriate conferences or seminars
- Attendance by active Club coaches and officials at representative events of an appropriate standard, where it can be demonstrated that attendance clearly improves experience and technique, leading to an advancement of official status or qualifications.
- Attendance by a practising athlete (usually an existing Club member) at a course leading to formal coaching / officiating qualifications. It must be demonstrated that the individual has a firm coaching commitment to the Club before support will be considered.

Grants will only be made retrospectively and applications should be submitted on completion of the course/ event for which assistance is being requested.

Grants are based on 50% of course fees, accommodation costs and travelling expenses for approved courses or events within the UK, up to a maximum of £175 per person. There is no limit to the number of applications a Club can make but the maximum paid out in any financial year (1 April - 31 March) will be:

- clubs with up to 50 members     £350 pa
- clubs with over 50 members     £750 pa

Accommodation expenses will only be reimbursed where appropriate receipts are scanned, up to a maximum of £45pp per night.

Travelling expenses are not met for courses or events within East Lothian. For travel outwith East Lothian payment will be based on one of the following:

- second class rail fare
- bus fare
- reimbursement of petrol costs at 8.5p per mile
- internal air fare (where cheaper than, or equivalent to, the corresponding rail, car or bus journey).

For events or courses outwith the UK application must be made for a Special Award for which there is a separate information leaflet and application form.

Eligibility for this award will be based on the location of the club which will benefit. A resident of another authority will receive assistance if helping in a voluntary capacity for an East Lothian club.

No financial support can be provided for students seeking to obtain or further their qualifications if, at the time of application, they are not actively involved in coaching in East Lothian.

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## HOW TO APPLY

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### **Financial Support**

Complete the relevant sections of the enclosed application form - Awards to Coaches and Officials - and email, along with the information requested to East Lothian Council at the address shown.

A separate application form must be completed for each course and on each occasion for which financial support is requested.