



31<sup>st</sup> August 2011

## 2012 COACH SCHOLARSHIPS

Dear Coach,

Please find enclosed an application pack for the 2012 ParaFed Canterbury Coach Scholarships. All the information you require is available in this pack for you, however should you have any questions or need assistance or advice to complete your scholarship application please do not hesitate to contact me.

Scholarship packages and applications have been reviewed and changed from previous years. Therefore please ensure you read the enclosed information carefully, as late or incomplete applications will not be considered.

Scholarship applications are considered by a scholarship panel of several representatives and then ratified by the ParaFed Canterbury Board.

Scholarship Applications must be at ParaFed Canterbury by **4.00pm on Wednesday 9<sup>th</sup> November 2011**.

The announcement of all Scholarship recipients will be made on **Saturday 10<sup>th</sup> December 2011** during our Christmas Function and Awards Evening.

I wish you all the best with your application.

Yours sincerely

A handwritten signature in black ink that reads "KJenkinson". The signature is written in a cursive, slightly slanted style.

Kerry Jenkinson  
*Sports Development*

# 2012 COACH SCHOLARSHIP PROGRAMME APPLICATION PACK



## OVERVIEW

ParaFed Canterbury's overall objective is to make Canterbury athletes successful on a regional, national and international level. Since 1998 we have supported our elite, developing and junior athletes through our various programmes.

ParaFed Canterbury established a Coach Scholarship in 2009 to support our coaches. Good coaches are vital to developing athletes and assisting them to reach their potential.

## SUMMARY

| SCHOLARSHIPS | MAX NO. | BENEFITS  | EXPECTATIONS  |
|--------------|---------|---|---|
| COACH        | 01      | <ul style="list-style-type: none"><li>• \$500 sporting grant</li><li>• Website Profile</li><li>• Backpack, Shirt &amp; Drink Bottle</li></ul> | <ul style="list-style-type: none"><li>• Coaching on a regular basis</li><li>• Accessing Coach development opportunities where possible</li><li>• Supporting other developing coaches if able</li><li>• Available for guest speaking and other formal requests</li><li>• Sending in bi-monthly reports</li></ul> |

## BENEFITS

### Coaching Grant

The Coach grant will be available to the recipient to assist with the cost of coaching or development of skills such as furthering education, attending an event, or training opportunity. Scholarship recipients must apply in writing to ParaFed Canterbury requesting their funding. This will be paid out with a maximum 50% in the first six months and the remaining amount to be paid out in the second half of the year, unless exceptional circumstances are presented.

The Scholarship Coach will be able to access their funding from 1<sup>st</sup> January 2012 until 31<sup>st</sup> December 2012. Unused funds from the 2012 financial year will not accumulate into the next financial year unless previously identified by recipients and approved by ParaFed Canterbury.

### Backpack, Shirt & Drink Bottle

Scholarship recipients will receive a ParaFed Canterbury backpack, shirt and drink bottle. All scholarship recipients are encouraged to wear ParaFed Canterbury branded clothing and promote the organisation, where appropriate, at sporting events and in the media.

## BI-MONTHLY REPORTS

All scholarship recipients will be expected to report bi-monthly to ParaFed Canterbury on their training and competition results. Bi-monthly reports will be due into ParaFed Canterbury no later than the 5<sup>th</sup> of each month (March, May, July, September and November).

Please note, **this is a requirement** of all scholarship recipients and failure to send bi-monthly reports in on time may result in recipients' scholarship status and funding being reviewed.

## **SELECTION CRITERIA FOR SCHOLARSHIP APPLICATIONS**

### **General**

1. Coaches must be voluntary coaches, not professional (does not include reimbursement for reasonable expenses)
2. Coaches must reside in the ParaFed Canterbury catchment area, OR have a direct effect on Canterbury Athletes.
3. Coaches can only apply for one sport. All sports will be considered.
4. The selection panel may also look beyond coach's results by recognising commitment to their sport and to ParaFed Canterbury.
5. The selection panel will be looking at a combination of the following when awarding scholarships:
  - Commitment to the sport
  - Coaching Potential
  - Results of athletes (over the past 12 months)
  - Desire to develop and grow as a coach
  - Plan for professional development
6. The Scholarship is to be used towards furthering their education or attending an event, course, or training opportunity, or costs associated with coaching to be approved by ParaFed Canterbury.
7. Scholarship Applications must be 'physically' at the ParaFed Canterbury office by **4.00pm Wednesday 9<sup>th</sup> November 2011**. Late or incomplete applications will not be considered.

### **Additional Points**

8. Scholarship coaches maybe required to represent ParaFed Canterbury at activities such as official functions, sports, fundraising, social events and guest speaking appointments.
9. The Selection Panel and ParaFed Canterbury reserves the right to select recipients who have potential but do not currently fulfil all aspects of the selection criteria.
10. Unused scholarship funds at the end of the financial year will not be carried over to the next financial year unless previously identified by the recipient and approved by ParaFed Canterbury prior to the end of the scholarship year.
11. The Coach scholarship will be announced at the ParaFed Canterbury Christmas Function & Awards Evening on **Saturday 10<sup>th</sup> December 2011**.
12. The status of all scholarships will be reviewed in June 2012.

**2012 COACH SCHOLARSHIP PROGRAMME  
APPLICATION PACK**



**COACH DETAILS**

NAME: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_ MOBILE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

OCCUPATION: \_\_\_\_\_

SPORT: \_\_\_\_\_

SPORTS CLUB  
ASSOCIATED WITH: \_\_\_\_\_

SHIRT SIZE:    XS    S    M    L    XL    XXL

CURRENT ATHLETES WITH A DISABILITY BEING COACHED:

|       |       |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

## 2012 COACH SCHOLARSHIP PROGRAMME APPLICATION PACK



### 2012 YEAR PLANNER

Please detail the main education, training and competitions that you have planned for 2012 and try to estimate the costs for your sporting plan.

| MONTH                 | COACHING                            | TRAINING / EDUCATION             | COSTS                     |
|-----------------------|-------------------------------------|----------------------------------|---------------------------|
| <i>Example</i>        | <i>Coaching 2 sessions per week</i> | <i>Athletics Coaching Course</i> | <i>Course fee \$20.00</i> |
| <b>JANUARY</b>        |                                     |                                  |                           |
| <b>FEBRUARY</b>       |                                     |                                  |                           |
| <b>MARCH</b>          |                                     |                                  |                           |
| <b>APRIL</b>          |                                     |                                  |                           |
| <b>MAY</b>            |                                     |                                  |                           |
| <b>JUNE</b>           |                                     |                                  |                           |
| <b>JULY</b>           |                                     |                                  |                           |
| <b>AUGUST</b>         |                                     |                                  |                           |
| <b>SEPTEMBER</b>      |                                     |                                  |                           |
| <b>OCTOBER</b>        |                                     |                                  |                           |
| <b>NOVEMBER</b>       |                                     |                                  |                           |
| <b>DECEMBER</b>       |                                     |                                  |                           |
| <b>ESTIMATED COST</b> |                                     |                                  |                           |

\* We realise that event details may not be finalised at the time of application, however please try to provide as much detail as possible.



# 2012 COACH SCHOLARSHIP PROGRAMME APPLICATION PACK



## CONTRACT OF UNDERSTANDING

This contract of understanding sets out what you can expect from ParaFed Canterbury and what ParaFed Canterbury expects from you.

1. ParaFed Canterbury reserves the right to use information and photographs of scholarship recipients for promotional and media purposes at no cost to you.
2. Scholarship recipients may be required to represent ParaFed Canterbury at activities such as official functions, sports, fundraising, social events and guest speaking appointments.
3. Scholarship recipients will be able to access their funding between 1<sup>st</sup> January 2012 and 31<sup>st</sup> December 2012.
4. Scholarship recipients must apply in writing to ParaFed Canterbury requesting funding. This will be paid out with a maximum 50% in the first six months and the remaining amount to be paid out in the second half of the year unless exceptional circumstances are presented.
5. Scholarship recipients must reside in the ParaFed Canterbury catchment area, OR have a direct effect on Canterbury athletes.
6. Scholarship recipients must behave in an appropriate manner befitting a representative of ParaFed Canterbury. If a scholarship recipient brings the organisation or sport into disrepute their scholarship status and funding will be reviewed.
7. Scholarship recipients must report bi-monthly to ParaFed Canterbury on their coaching, training and athlete results. Failure to send bi-monthly reports in on time may result in scholarship status and funding being reviewed.
8. Unused funds at the end of the financial year will not be carried over to the next financial year unless previously identified by the recipient and approved by ParaFed Canterbury prior to the end of the scholarship year.
9. This contract of understanding will commence, for successful scholarship recipients, on the 10<sup>th</sup> December 2011 and be valid until the 31<sup>st</sup> December 2012.

COACHES NAME: \_\_\_\_\_

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

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### ParaFed Canterbury Only

STAFF NAME: \_\_\_\_\_

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_