



Play Bowls Package Application Form

Please complete all sections of the form in BLOCK CAPITALS

Please return signed completed forms to:

BDA, Pera Business Park, Nottingham Road, Melton Mowbray, Leicestershire, LE13 0PB

Name of Club:		
Address of Club (inc postcode):		
NGB Affiliated to (please delete):	Bowls England / EIBA	
Club Web Address / Twitter handle:		
Name of Person Applying:		
Position in Club:		
Address (inc postcode):		
Email Address:		
Contact Numbers:	Home:	Mob:
Coach Bowls Coach Name & Membership Number:		CB:

Current Club Membership Data:	Members Aged	U18	18-39	40-54	55-64	65-74	75+	Total number of members with a Health Condition	
	Male								
	Female								

Event:	Play Bowls Day	Play Bowls 4 Fun #1	Play Bowls 4 Fun #2	Play Bowls 4 Fun #3	Play Bowls 4 Fun #4
Date					

To support your application, please supply further details of how you would use the funds to support recruitment activities:

I _____ (Insert Name) on behalf of my club _____ wish to apply for a Play Bowls Package as outlined on this form. I can confirm that I have read the terms and conditions of the Play Bowls Package and both I and the club fully agree to them.

.....Signed Date:

I _____ (Insert Name) a Coach Bowls Coach confirm that I agreed to be present at all of the events that the club have specified above.

.....Signed Date:

Applications must be received at least 21 days prior to the first package event in order to allow time for the application to be checked, processed and approved.





Play Bowls Package Terms and Conditions – February 2019

All clubs are asked to read the following information and agree to the terms and conditions before applying for a package (*Changes for 2019 are highlighted in blue*):

1. All clubs applying for funding must hold a current affiliation with either **Bowls England or EIBA Ltd**.
2. **All packages awarded must be completed within 6 months from the date of the award letter, including the returning of all of the relevant paperwork in order to unlock payment.**
3. Each event must have a current “**Coach Bowls**” member in attendance and they must countersign the “**Play Bowls Package Attendance Monitoring Form**” before it is returned to the BDA.
4. All sections of the application form **must** be completed before your application can be processed.
5. Applications will only be accepted during the window period(s) – these will be advertised on www.playbowls.org
6. **A club may only apply to deliver one Play Bowls Package per calendar year (January to December)**
7. Payment will be made by cheque, payable to the applying club name upon the receipt of all the completed **Play Bowls Package Attendance Monitoring Form** which **must** be signed by a serving club official and the “Coach Bowls” registered coach that attended the event(s).
8. **Any application made for retrospective funding will not be considered.**
9. All monies **must** be used for the recruitment and retention of new bowlers as per the package agreement.
10. To obtain the full funding amount of £250 clubs **must** return a minimum number of 7 new members aged 55 and over and/or anyone aged 16 and over with a health condition. Any declaration below the **minimum** will result in payment being amended pro-rata as per the table below.

No of Members	1	2	3	4	5	6	7+
Payment Amount	£35	£70	£105	£140	£175	£210	£250

11. If an event is cancelled then the BDA needs to be notified by telephone (01664 777001) within 48 hours. (Please leave a voicemail message if no one is available to speak to you)
12. In the event of any changes to the dates of events, the BDA **must** be notified within 14 days of the changes and provide reasons for the changes e.g. weather.
13. A **Play Bowls Day** shall be followed within 14 days by the first of four **Play Bowls 4 Fun** sessions (sessions 5 and 6 of the Play Bowls 4 Fun guidance notes are optional).
14. **The Play Bowls Package Attendance Monitoring Form should be returned completed within 30 days from the date of the last Play Bowls 4 Fun session.**
15. Any person that is listed on the **Play Bowls Package Attendance Monitoring Form** which has not signed the form will not be counted towards minimum number of new members as in 10 above.
16. **Applications must be received at least 21 days prior to the first package event in order to allow time for the application to be checked, processed and approved.**

Notes:

The BDA check all criteria is met before making an award. They reserve the right to not award a package if the criteria has not been met.

The BDA reserve the right to amend the terms and conditions as they deem necessary.

Terminology:

“**Coach Bowls**” **qualified coach** – A coach that has successfully completed and passed a Coach Bowls Level 1 or 2 qualification.

“**Coach Bowls**” **registered coach** – Any coach that currently holds a bowls coaching certificate from any other body that joins the Coach Bowls membership scheme.