



Ards and  
North Down  
Borough Council



# Ards and North Down **SPORTS FORUM**

2023-2024  
Goldcard  
Application Form

## Applicant Eligibility:

### Applicants Must:

- Be a resident in the Ards and North Down Borough Council area
- Take part in a Sport affiliated to a Governing Body recognised by Sport NI/Sport Ireland
- Be of amateur status
- Be a member of a recognised elite squad or be ranked within the top 10 in Northern Ireland / Ireland
- Be qualified and selected to represent their province/country
- **Provide a letter from the relevant SNI/Sport Ireland recognised governing body on official governing body paper or official government email statement.**
  - The letter must verify that you are part of a recognised squad or an Individual in preparation for a specific event/competition.
  - The Governing Body letter/email **MUST** state what event/competition details you are preparing for and when the final squad will be announced, if applicable.
- The event/competition must be within 12 months of application being made.
- Not be in receipt of lottery or any other grant that would cover the facility element of training costs.

### Duration of use:

- Minimum of 6 months training benefit
- If selected for multiple events, or part of a recognised squad preparing for events, Goldcards will be issued for the last event listed, as long as it is detailed on the National Governing Body Selection Letter/Email.

*\*Please refer to **Guidance Notes** for a complete overview of grant guidelines.*

## Section 1 – Personal Details

|                         |  |
|-------------------------|--|
| Name                    |  |
| Date of Birth           |  |
| Address                 | Postcode   |
| Name for Correspondence | (Please complete if different than applicant or applicant is under 18) |
| Contact Email           |  |
| Contact Number          |  |

**Section 2 – Sport**

|  |  |
|--|--|
| Sport                                    |  |
| Club                                     |  |
| Club Contact Person                      |  |
| Email                                    |  |
| Phone Number                             |  |
| Governing Body                           |  |
| Contact person within the Governing Body |  |
| Email                                    |  |
| Phone Number                             |  |

| Which squad(s) are you currently training with |             |  |
|--|-------------|--|
|  | Please tick | Age/level e.g. Under 16, Senior Squad etc. |
| Ulster   |             |  |
| Northern Ireland                               |             |  |
| Ireland  |             |  |
| Great Britain                                  |             |  |
| Other (please specify)                         |             |  |

| Please name the events you are training for |         |       |
|---|---------|-------|
| Name of Event(s)                            | Date(s) | Venue |
|   |         |       |
|   |         |       |
|   |         |       |
|   |         |       |
|   |         |       |
|   |         |       |

### Section 3 – Training Facilities

|   |  |                 |  |                        |  |                             |  |         |  |       |  |
|---|--|-----------------|--|------------------------|--|-----------------------------|--|---------|--|-------|--|
| <b>What training facilities do you wish to use? (Please tick)</b>   |  |                 |  |                        |  |                             |  |         |  |       |  |
| Gym   |  | Health Suite    |  | Pool                   |  | Cryo Spa (Londonderry Park) |  | Pitches |  | Track |  |
| <b>Which training venue do you wish to use? (Please tick)</b>       |  |                 |  |                        |  |                             |  |         |  |       |  |
| Portaferry Sports Centre  |  |                 |  |                        |  |                             |  |         |  |       |  |
| Comber Leisure Centre   |  |                 |  |                        |  |                             |  |         |  |       |  |
| Ards Blair Mayne Wellbeing & Leisure Complex                        |  |                 |  |                        |  |                             |  |         |  |       |  |
| Londonderry Park  |  |                 |  |                        |  |                             |  |         |  |       |  |
| Aurora Aquatic and Leisure Complex (Bangor)                         |  |                 |  |                        |  |                             |  |         |  |       |  |
| Bangor Sportsplex   |  |                 |  |                        |  |                             |  |         |  |       |  |
| Queen's Leisure Centre (Holywood)                                   |  |                 |  |                        |  |                             |  |         |  |       |  |
| <b>How often do you wish to use these facilities? (Please tick)</b> |  |                 |  |                        |  |                             |  |         |  |       |  |
| Daily   |  | Weekly          |  | Other (please specify) |  |                             |  |         |  |       |  |
| 2 – 3 times per week  |  | Less frequently |  |                        |  |                             |  |         |  |       |  |

### Section 4 – Funding

|  |  |  |
|--|--|--|
| <b>Are you receiving funding assistance from any other source? (Please tick)</b> |  |  |
| Yes  | No   |  |
| If yes, please provide information below   |  |  |
| Name of organisation/funding body providing assistance                           | Nature of Assistance<br>E.g. amount of funding, facility use | Duration of Assistance<br>E.g. one off payment, 3 year agreement |
|  |  |  |

## Section 5 – Document Checklist

Please ensure the following documents are attached to your application

| Document required                           | Attached |
|---|----------|
| Letter of selection/qualification for event |          |
| Evidence of ranking or squad selection      |          |

## Section 6 – Declaration

I declare to the best of my knowledge the information provided within this application is correct.

I declare I am of amateur status and am a member of a recognised elite squad or am ranked within the Top 10 in Northern Ireland for my sport.

I declare that I will complete a Grant Report Form after my event and will acknowledge the funders in all publicity.

I declare that the Council will be notified immediately of any additional finding not declared in this application.

I am willing to support the Council, promote specific sports events/schemes during the lifespan of the Goldcard, if requested to do so.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

(to be signed by parent/guardian for applicant under 18 years)

Once completed, please email the application along with the required documentation to the following address:

**sportsdevelopment@ardsandnorthdown.gov.uk**

Or send by post to:

**Ards and North Down Sports Forum  
Sports Development  
Ards and North Down Borough Council  
Londonderry Park  
Portaferry Road  
BT23 8SG**

## **DATA PROTECTION**

Ards and North Down Borough Council values your right to personal privacy. We at all times try to be open about the reasons why we collect, hold and use your personal information. We collect information about you in order to fulfil our statutory obligations and provide you and other people with services. Some of the information we gather may be used to help us provide you with improved services. We at all times aim to comply with the Data Protection Principles, ensuring that information is collected fairly and lawfully, is accurate, adequate, up to date and not held any longer than necessary. If your personal data needs to be used for purposes other than those mentioned, we will contact you to seek your consent. You have a right to see information held about you (with a few exceptions allowed for in the Data Protection Act 1998). If you wish to see any personal information held on you please put your request in writing, stating clearly who you are and what information you would like to see to the address below. A fee is chargeable up to £10.00 which covers the cost of gathering, copying and redacting the data.

## **Freedom of Information**

Ards and North Down Borough Council is subject to the provisions of the Freedom of Information (FOI) Act 2000 and Environmental Information Regulations (EIR) 2004. Applicants should be aware that the information provided in the completed application document could be disclosed in response to a request under the FOI Act or EIR.

The Council will proceed on the basis of disclosure unless an appropriate exemption applies. No information provided by applicants will be accepted "in confidence" and Ards and North Down Borough Council will not accept liability for loss as a result of any information disclosed in response to a request under the FOI Act or EIR.

Ards and North Down Borough Council does not have a discretion regarding whether or not to disclose information in response to a request under the FOI Act or EIR, unless an exemption applies. Decisions in relation to disclosure will be taken by appropriate individuals in Ards and North Down Borough Council having due regard to the exemptions available and the Public Interest. Applicants should be aware that despite the availability of some exemptions, information may still be disclosed if the Public Interest in its disclosure outweighs the Public Interest in maintaining the exemption. Applicants are required to highlight information included in the application documents which they consider to be commercially sensitive or confidential in nature, and should state the precise reasons, why that view is taken. In particular, issues concerning trade secrets and commercial sensitivity should be highlighted. Applicants are advised against recording unnecessary information.

In accordance with the Lord Chancellors Code of Practice on the discharge of public functions, Ards and North Down Borough Council will **not** accept any contractual term that purports to restrict the disclosure of information held by the Council in respect of the contract or grant process save as permitted by the FOI Act or EIR. The decision whether to disclose information rests solely with Ards and North Down Borough Council.

Ards and North Down Borough Council will consult with applicants, where it is considered appropriate, in relation to the release of information.