

Funding aims:

The aim of the Coach Bursary scheme is to assist volunteers with the financial burden of maintaining or obtaining appropriate qualifications required to participate in Special Olympics in South Australian clubs. The grant scheme intends to increase the number of volunteers involved in Special Olympics South Australia and retain existing volunteers.

Who can apply?

Fully registered Special Olympics South Australia volunteers who have been engaged with Special Olympics SA for a period of 12 months can apply for a grant up to 50% of the total qualification/reaccreditation costs.

The cost of maintaining/obtaining the relevant qualifications must be paid by the volunteer initially and must not have been covered by any other reimbursement, grant, or subsidy (i.e. the total reimbursement for a qualification must not exceed 100% of the cost of the qualification).

Payment of grants

If successful in their application, a volunteer may claim reimbursement at the conclusion of each course and must provide proof of:

- Enrolment on course, including course receipt;
- Successful completion of the subject (pass grade or higher in each subject – assuming that the subject is graded);
- Full, up-to-date Special Olympics Volunteer Registration (SOMS).

The following may / may not be reimbursed:

What may be reimbursed	What may <u>not</u> be reimbursed
<ul style="list-style-type: none"> • Fees for courses • Student Amenity Fees • General Service Fees 	<ul style="list-style-type: none"> • Cost of stationery, equipment, text books, materials • Travel and accommodation expenses • Any fees attracted by late application, late enrolment or late payment of fees • Costs of parking, meals and other ancillary costs • Fees and associated costs for courses if the staff member is failing, not completing or withdrawing from a subject

Termination of Course / Volunteer position

Withdrawal from the approved course or termination of volunteer position for any reason prior to the completion of the approved course automatically cancels any obligation on Special Olympics South Australia behalf to support any uncompleted subject. All reimbursement/assistance will cease. Where the volunteer withdraws from the approved course, the State Committee must be notified immediately and advised the reason/s for withdrawal.

Right to Seek Reimbursement

Where Special Olympics South Australia has agreed to reimburse all or part of study leave expenses, such reimbursement may be subject to the condition that in the event that the volunteer should cease volunteer duties or should have such engagement terminated, then Special Olympics South Australia has the right to seek reimbursement of any expenses paid out under this policy in the one year period immediately prior to the termination of engagement.

Funding of grants

Applications for the coach bursary will be considered primarily by the State Committee. Additional feedback from the applicant's respective club or program and/or State Sports Coordinator(s) may also be sought where appropriate.

Each year the total reimbursement fund available may be limited. Where this is the case, applications will be considered on merit and priority will be given to:

- Volunteers who have demonstrated outstanding service to Special Olympics South Australia
- Volunteers who can demonstrate a clear evidence of need such as increased numbers at a session, new sport program etc.
- Volunteers who are proactively contributing to the Special Olympics South Australia Strategic plan
- Volunteers with a concession card, full-time students
- Volunteers experiencing financial hardship

Additional support

Special Olympics South Australia state committee would encourage all applicants to also inform their respective club of their intentions to gain additional sport qualifications. This is with the viewpoint of the clubs positively supporting their volunteers by providing a financial contribution where possible and appropriate.

Deadlines for applications

Applications for reimbursement will be considered at the State Committee Meeting immediately following the below dates:

- 31 October 2021
- 31 January 2021
- 1 April 2021

Special Olympics South Australia
Volunteer Qualification Reimbursement Fund
APPLICATION FORM

Applicant Details			
Name:		Date of Birth	
Address:			
Email:		Phone:	
Name of Club or Affiliate:		Are you a fully registered Special Olympics South Australia volunteer? (Y/N)	
Coaching Course Details			
Name of Course (inc Level and Sport):		Is the Course accredited by the relevant NSO? (Y/N)	
Course Venue:		Course Date(s):	
Additional Questions			
How many years coaching experience do you have?			
How many hours do you currently volunteer in sport per week for Special Olympics?			
How many additional hours per week do you volunteer for Special Olympics outside of sport such as admin, fundraising or membership?			
What is your greatest achievement with Special Olympics during the last 12 months?			
Outline how this qualification will help both your sport program and Special Olympics here in South Australia? (refer to Special Olympics South Australia Strategic plan)			

Check boxes for policy

- I confirm that I do not derive an income from the qualifications for which I seek reimbursement.
- I confirm that I have not received any other payment in relation to the qualifications for which I seek reimbursement by way of grant, subsidy, reimbursement, honorarium or otherwise.
- I confirm that I intend to continue volunteering duties with Special Olympics for the 12-month period immediately following reimbursement.

Sign: _____

Name: _____

Date: _____

For further information on the Special Olympics South Australia Coach Bursary scheme or to submit an application please contact Jo Lyall, South Australia Vice Chair via email sa.vicechair@specialolympics.com.au