

**Education, Leisure and Housing**

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Email: [education.grants@orkney.gov.uk](mailto:education.grants@orkney.gov.uk)**Application for Travel Grants for Talented Performers (19 and over)**

Please complete this application using block capitals and return it to Education, Leisure and Housing at least **2 weeks** prior to the event.

<b>Name of Applicant:</b>	
<b>Address:</b>	
<b>Daytime Telephone:</b>	
<b>Email:</b>	
<b>Date of Birth:</b>	

Event Details.		Estimated Event Costs.	
<b>Dates (inclusive):</b>		<b>Course/Event Fees:</b>	
<b>Destination:</b>		<b>Accommodation:</b>	
<b>Venue:</b>		<b>Travel:</b>	
		<b>Total Costs:</b>	

<b>Event for which you have been selected/invited (please attach proof of selection):</b>

<b>Amount and source of any other grant received/promised towards this project:</b>

Applicant Signature: \_\_\_\_\_

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

**FOR OFFICIAL USE:**

Office Authorisation (initials):

Reference: \_\_\_\_\_

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

## Guidance Notes

### Aims

To help talented young persons to travel to events, national squad training and competitions at national level.

### Criteria

- Applicants must be aged 19 years or over.
- The application must be in receipt of courses, events or selected squad training of Scottish, National or International standing in recognised arts and sports.
- Participation must have been gained on the individual's level of performance resulting in selection or specific invitation to participate (evidence of which would be required to be produced with the application).

### Grants Available

Type.	Criteria.	Amount.
<b>Talented Performer.</b> 19 years old or over. Form G3.	Invitation to participate at national/international level.	75% of cost of participation or a maximum of £110.00 per trip.

### Application Forms

Form G3 must be completed and returned to the Council at least 2 weeks prior to the event for which the application is being made.

### Claim Form

Form G4 must be completed and returned to the Council within 1 month from the date of the event.

### General

A budget is set for the support of travel grants and this will continue to be allocated on a first come, first served basis until fully allocated, at which point further applications will not be accepted.

The budget will be divided into 4 separated quartiles of equal amounts: April to June, July to September, October to December and January to March, with the claim being made for the month in which the event takes place.

Travel grants will be subject to a maximum of two claims per quarter from any group or individual and allocated on a first come, first served basis. Enhanced grants will be subject to a maximum of 3 claims per person, per year. No more than 2 trips may be applied for at one time and no application will be accepted more than 3 months in advance.

### Contact Details

Education, Leisure and Housing, Orkney Islands Council, Council Offices, Kirkwall.

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