

WEST MOORS TOWN COUNCIL
2021 Jean Ware Legacy Award

THE AWARD

In 2012 West Moors Town Council celebrated the Queen's Diamond Jubilee and the Summer Olympic Games in London, by introducing the Legacy Award. Due to the success of the award the Town Council will be continuing with the award scheme. The recipient of the award will receive up to £1,000.

The award has previously been granted to a young resident of West Moors who has demonstrated a particular talent in sport or other physical activity, with the aim of furthering that individual's talent.

In 2015 the council extended the award scheme to include the Arts, such as music, drama, painting, literature etc.

This award is an exceptional case in respect of existing WMTC grant policy and it is therefore governed by the rules as set out below.

THE MONEY

1. Up to £1,000 to be awarded to a single individual either as a lump sum or in instalments depending on circumstances.
2. The award to cover only items that are pertinent to the sport or activity, for example, essential clothing, necessary equipment, extra coaching and travel expenses but not accommodation or living expenses.
3. Proof of costs incurred, or to be incurred, by the successful applicant to be verified by the Clerk to the Council before any money is released.
4. The Clerk to the Council to regularly report to Finance & General Purposes Committee on the state of the financial situation of this scheme.
5. WMTC will not award any money in the event of there being no suitable application.

THE APPLICANT

1. Must be a resident of West Moors on 29th November 2020.
2. Must be aged between 11 and 17 years old on 29th November 2020.

3. Must be able to prove a level of talent in a sport, other physical activity or the Arts that indicates a degree of excellence.
4. Must have the formal backing of a recognised organisation/body covering the particular activity.
5. Must have parental / guardian approval for participation in this award scheme.
6. The successful applicant must agree to acknowledge the sponsorship of West Moors Town Council (WMTC) (for example, by wearing a badge or similar) and agree that WMTC can publicise, including the use of photographs, their sponsorship of the Recipient at any time and in any form of media.
7. Applications which may result in personal financial gain will not be considered.
8. The applicant must not be an employee or member of WMTC, or related to an employee or member of WMTC.

THE SELECTION PROCESS

1. WMTC will form a Selection Panel constituting of three Town Councillors and the Clerk to the Council, who will act as non-voting Chairman. All volunteers must assure that they will be available to attend meetings during the two weeks commencing 1st December 2021 as time is of the essence in this procedure. It will be the job of this Selection Panel to oversee the entire process of the applications. The decisions of the Selection Panel are final and no correspondence will be entered into.
2. The Selection Panel will meet on Wednesday 1st December 2021 to open and read the applications received by the closing date of Monday 29th November 2021. The time and place of this meeting will be decided by the members of the Selection Panel and confirmed to them no later than noon on Tuesday 30th November 2021.
3. The Selection Panel will read and consider all applications and decide a shortlist of candidates who will be interviewed as from 1st December. All shortlisted applicants are to be verified as bona fide. If the number of applications is too great for a decision on the shortlist to be made at the first meeting of the Selection Panel, they will hold further meetings during the week commencing 6th December 2021.
4. Interviews will be held in the Pavilion or Town Office from the 1st December 2021 at times convenient to all members of the Selection Panel and to the applicants. If any applicant is unable to attend during that week or the next, consideration will be given to an interview being held no later than Tuesday 14th December. Applicants must attend in person and may be accompanied by a parent/guardian and a sponsor.

5. The Selection Panel should ensure that all applicants are able to present themselves in the best possible way, giving due regard to their age and experience.
6. The decision of the Selection Panel will be notified to the Chairman and Vice-Chairman of West Moors Town Council no later than noon on Wednesday 15th December and the formal announcement will be made at the meeting of full council on Thursday 16th December 2021, with the intention of a formal presentation to take place at a later date.