

## ATAS Applications: Frequently Asked Questions

### HIGHLAND ATHLETE TRAVEL AWARD SCHEME

#### **What is the Athlete Travel Award Scheme?**

The Athlete Travel Award Scheme (ATAS) is a scheme that supports travel costs for talented athletes in the Highlands to help them gain better access to competitive and developmental opportunities available outside of the Highland Region. Successful applicants benefit from a maximum award of £1,500 to support travel and accommodation costs in attending training and competitions outside of the Highland Region (see appendix 1 for map of the Highland Region).

This guide to frequently asked questions should help you to prepare your application. Please read this document and the Highland ATAS Guidelines to help you complete your application. You can also contact the Highland ATAS facilitator if you have further questions or wish feedback on your application after the closing date.

#### **Does the scheme take into account the impact of Covid-19 on sport?**

We have decided to amend the scheme to allow more flexibility for athletes applying as we acknowledge that there is an uncertainty for upcoming training and competition schedules.

You can apply for any amount up to the total of £1,500.00 per athlete based on their competition and training programme submitted.

#### **Who can I contact for advice?**

Highland ATAS facilitators

T: 07747842713 / 07795825626

E: [AT.AS@highlifehighland.com](mailto:AT.AS@highlifehighland.com)

## PRE-APPLICATION GUIDANCE

- **I applied for ATAS last year, do I have to re-apply?**  
Yes, as this will be a new set of funding for the upcoming year you will need to re-apply. Please contact the ATAS facilitator if you would like a copy of your previous application.
- **Can I get advice and help on what I need to include in my application prior to submission?**  
Yes, please contact the Highland ATAS facilitator who will be happy to talk you through the process and answer any queries.
- **I am not sure how to send the form in electronically?**  
The form is available online and will be automatically submitted once you have entered all the necessary information and confirmed your submission. Please contact the Highland ATAS facilitator if you experience any problems.
- **Can I apply again if I have already received ATAS funding and how many times can I do so?**  
Yes. If you meet the eligibility criteria you can apply as many times as you want. We do not take past applications into account, whether they were successful or not.
- **I have applied to University/College which would start in September – can I still apply for ATAS?**  
Yes, but please refer to the eligibility guidelines before completing your application to ensure that you still meet the criteria. Your Highland ATAS facilitator will be happy to help if you have any further questions.

## APPLICATION GUIDANCE

- **Can I include attachments to support my ATAS application?**  
Unfortunately, we can't accept attachments or additional information that is not requested in the Highland ATAS Application forms, **apart from your training schedule**. Please ensure that you include all relevant information in the application form. Your Highland ATAS facilitator can provide additional advice and guidance, if required.
- **Can my parent / coach help me with my application?**  
Yes, they can if the application has been led by you and you are fully involved throughout the process. In your Goals / Targets Statement you should explain why you need this funding and outline your goals and aspirations for the next 3 years in the space provided.

**We expect this section to be completed by the athlete applying to ATAS or athlete-led as a minimum if you are under 16 on the date of submission.**

- **Can I submit supporting statements as part of my ATAS application?**

Supporting statements are not required with your initial application. Once your application has been processed we will contact your coach directly, providing you have given us permission to do so.

## WHAT HAPPENS AFTER YOU SUBMIT YOUR ATAS APPLICATION

- **Does everyone who applies get an award?**

We anticipate a high number of applications for this funding. This is a competitive process and only a small number of applicants will be successful. However, if you are not successful on this occasion, we would encourage you to apply again next time, provided you still meet the criteria.

- **Can I appeal the decision if I am not successful in gaining the award this year?**

The decision taken by the panel is final, however, we are happy to provide feedback and clarification on how the decision was reached.

- **If I am successful in gaining award, what will happen if I don't achieve my goals and targets?**

We review awardee's progress and will discuss your goals and targets with you at these points. It is important that you are available to attend these reviews to continue to receive your ATAS funding.

- **What will my goals / targets consist of?**

At your review we will look for your priority goals for the year ahead. These will be agreed as part of the application process and should be:  
**S**(pecific)**M**(easurable)**A**(chievable)**R**(elevant)**T**(ime-bound) goals relevant to your sport, current position on the LTAD and input from your coach.

- **What happens if I miss my review meeting?**

The review process is an important part of the Highland ATAS and helps us to ensure that you are getting the right support. If you do not attend your review meeting, we will not be able to assess your progress and therefore will be unable to release the remainder of the funds.

- **Am I guaranteed to receive the full £1500 once I've been selected and achieved my goals / targets?**

No, the amount of funding you receive will be determined by a panel and can be up to the amount of £1,500. The amount granted will be based around the training and competition schedule you have submitted as well as the estimated costs.

- **Do I need to submit receipts or detail my grant expenditure?**

While we don't need you to submit receipts, we do expect you to keep a log of all travel and accommodation for the year in line with your application.

- **Does my coach need to be involved?**

Yes, we expect coaches to be engaged throughout the process. We know that the scheme is most successful where coaches and athletes have both been part of the interim review process.

FAQ Appendices

Appendix 1: Highland Region Map

