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|  | logo | **HIGH PERFORMANCE SPORT NZ*****PRIME MINISTER'S SCHOLARSHIP*** ***APPLICATION*** |
|  |  |  |

**Section 1: Contact Details:**

|  |  |
| --- | --- |
| Name:  |  |
| Gender:  |  |
| Organisation:  |  |
| Date Of Birth: |  |
| Email: |  |
| Home Phone:  |  |
| Work Phone:  |  |
| Mobile Phone:  |  |
| Address:  |  |

**Section 2: Application Classification and Endorsement**

1. Is this Scholarship for Coach, Official or Support Team?
2. Has the application has been developed in consultation with your HPSNZ Sport Performance Manager, Performance Consultant or High Performance Coach Consultant?
3. Has the application has been discussed with your NSO?

**Section 3: Group Members:**

If this is a group scholarship you will need the name, role and email address for each of the group members

|  |  |  |  |
| --- | --- | --- | --- |
| **First Name** | **Last Name** | **Role** | **Email Address** |
|  |  |  |  |
|  |  |  |  |

**Section 4: Biography of Applicant**: (please keep all answers brief and add detail in supporting documents)

|  |  |
| --- | --- |
| What is your current role in High Performance Sport? |  |
| List the key athletes you work with: |  |
| List and describe your greatest contribution to High Performance Sport: |  |
| What is the Specific Performance Question you are trying to answer with this scholarship? |  |
| With whom will you circulate your new knowledge |  |
| Will there be any funds contributed by someone else? e.g. NSO, other scholarship, personal contribution  |  |
| If yes, what is the amount of the contributed funds? |  |

[If the application is for a group then use these questions to describe the entire group and not any single individual]

**Section 5: Objectives:**

A scholarship is composed of one or more objectives e.g. attend a competition, go to a conference or workshop, do a course etc. For each objective, please provide the following information:

(please keep all answers brief and add detail in supporting documents)

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| --- | --- |
| Provide a title/brief description for your objective |  |
| What is the Start Date? |  |
| What is the End Date? |  |
| What exactly are you trying to achieve with this objective? |  |
| How will this be achieved (what is your action plan)? |  |

For Each Objective, please detail your Budget:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **Location** | **Cost Item** | **Date** | **Unit Details** | **Unit Price** | **Quantity** | **Total** |
| e.g. International Flights | e.g. London | Airfares | 12/04/2013 |  | $2300 | 1 | $2300 |
| e.g. International Accommodation | e.g. London | Hotel | 13/04/2013 | 4 nights | $250 | 4 | $1000 |
| e.g. Course Fees | e.g. Wellington | Course Fees | 16/04/2012 |  | $500 | 1 | $500 |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

If you have more than one objective then copy and paste section 5 and complete again |

**Section 6: Supporting Documents:**

Please attach your supporting documents such as:

* A formal Professional Development plan (this is compulsory)
* Letters of endorsement from NSOs
* Communication with overseas or local experts agreeing to visits etc

**Tips for completing the application online**

1. Complete this document in advance: Have the information ready in advance of going online into the application system. By completing this word document you will be able to cut and paste many of the fields and the process will be much faster and cleaner
2. The Next button: When you are working in the online application system use the “next” button (which you will find at the bottom of each page) as a way to save your progress. Each time you click “next” your application will be saved and the database will be updated. You can go back at any stage if you wish to edit or add information to a previous page. For example, if you have entered all the information for Objective 1 and want to add Objective 2 then click “next” and then “back” to guarantee that your work will be saved

The online application site is <https://scholarships.hpsnz.org.nz/>

If you have partially completed an application and wish to come back later to complete the process then you will need to login using your email address and a password that was generated for you when you started. To find your existing application click Scholarship Application (next to the HPSNZ logo) and then Applications and Objectives.

If you have problems uploading documents with your application then please email them to john.lythe@hpsnz.org.nz and they will be attached for you