

British Motor Sport Training Trust Applications – Frequently Asked Questions

1. What is the British Motor Sport Training Trust?

The British Motor Sport Training Trust (BMSTT) offer grant aid support for two main areas; safety and training. The panel of Trustees agree on the broad strategy and activity for the Trust. More information on the type of grant aid funding available from the BMSTT and a listing of the current Trustees can be found on their website [here](#). Please note that this document only applies to the Training Day grant aid programme administered by Motorsport UK on behalf of the BMSTT. The Safety Development Fund grant programme is wholly administered by the BMSTT, as detailed on their website linked above.

2. How do I get help with funding?

If you are running any Volunteer Officials or Marshal's training event and your club is registered with Motorsport UK, you may be eligible to apply for grant aid funding from the BMSTT, to help with certain costs of your training event (room hire, instructor's costs, equipment hire, stationery etc).

3. How do I apply?

Applications for each calendar year are open from August (in the previous year), with a submission deadline of 30th September. These applications are then considered by the BMSTT panel of Trustees and, if the application is successful, a percentage of the requested funding will be offered as grant aid. Applications are available on the Motorsport UK website [here](#).

4. I have missed the September application deadline – can I still apply?

In exceptional circumstances, you can apply for funding after the deadline. Late applications are reviewed on a bespoke basis by the panel of Trustees. A grant award is not automatic in such instances, and in any event may be subject to delayed approval.

5. What information do I need to supply in my application?

You will need to provide organiser details (club/organisation details and contact information), training event details (proposed date, venue, discipline that will be covered, level of experience of delegates) and the estimated budget cost for your training event. It is important that you include as much information as possible, as this will help aid the decision making of the panel. Even if you don't have a date or venue confirmed, please provide provisional details as this can easily be changed at a later date if you inform Motorsport UK.

6. When will I hear if my application has been approved?

The BMSTT Trustees panel meet in November to review applications for the following year. Once they have reported back with their decision, you will be contacted with the confirmation of the grant aid award

offer and supplied with the claim guidance notes and the paperwork you will need to complete when submitting your claim for your training event(s). Please make careful note of the date that you must submit your claim paperwork to Motorsport UK by.

7. My training event has happened – what do I do now?

You will now need to submit your claim paperwork to Motorsport UK. Once received, your claim will be processed by the Education & Training Administrator and, once processed, it will be passed to the Accounts Team for payment to be arranged. You will be contacted if there are any queries with your claim and once your claim has successfully been processed.

8. What paperwork do I need to submit for my claim?

Please ensure you complete and return the budgets and costings sheet you were provided with when you received your grant aid confirmation. Please also include the supporting receipts and invoices, the updated bank details form and the summary evaluation form (collated responses from the feedback forms of the delegates who attended your training event). Without all the above forms submitted, it will not be possible to process your claim.

9. Who do I submit my claim paperwork to?

Please send your paperwork to Rebecca Maidment, Education & Training Administrator by either:

Email: rebecca.maidment@motorsportuk.org
Post: BMSTT Claim – FAO Rebecca Maidment
Motorsport UK
Riverside Park
Colnbrook
SL3 0HG

10. How long does it take to process my claim?

Claims should be processed within one week of submission. Please allow extra time for payment to be arranged by the Accounts Team and for any queries raised to be resolved.

11. My training event has been cancelled or the date and/or venue has changed, what do I need to do?

If there are any changes to your training event, please contact Rebecca Maidment on the details above. A list of BMSTT supported training events is made available on the Motorsport UK website so Marshals can find out which training events they can attend in their area. It is important that we keep this listing up to date for this reason and for the administration of the BMSTT training event grant programme.

It is also important that you let us know if your training event is cancelled, so your grant aid funding can go back in to a reserve pot to aid other training events.

12. Who do I contact at Motorsport UK or the British Motor Sport Training Trust if I have a question?

Any queries regarding claim submissions (paperwork needed, paperwork queries, late applications, payments not received etc) please contact Rebecca Maidment on the details in question 9 or on 01753 765000. For queries regarding other types of funding aid available from the BMSTT, please contact their General Secretary Allan Dean-Lewis on gensec@bmstt.org

13. If I have any other questions, who do I contact at Motorsport UK?

You can contact the Education & Training Team by:

Email: training@motorsportuk.org

Phone: 01753 765000

Post: Education & Training
Motorsport UK
Riverside Park
Colnbrook
SL3 0HG