Hockey Futures Together Fund – Applicant Guidance

This document is to be used a guide for potential applicants to the Hockey Futures Together Fund. This is to be used in conjunction with the questions template.

The Hockey Futures Together Fund has been made possible by the financial support from the Area Associations and resources from England Hockey.

If after reading this guidance document you have questions, please email areas@englandhockey.co.uk.

This fund is available to clubs and organisations in the below Areas:

- North West
- East
- West
- South Central
- Yorkshire & North East

Note: London (London Futures), South East (South East Futures) and Midlands (Midlands Hockey Youth Support Fund**)** have separate application processes and timings for funding that is available directly from them – you can find more information about these on their websites (linked above).

What is the aim of the fund?

The aim of the fund is to support local hockey delivery that engages new participants within the sport through the club and community networks. The fund will:

- Enable clubs and organisations to deliver new hockey opportunities locally
- Reach new audiences who don't currently engage with hockey
- Deliver hockey in new environments, extending the sport's traditional reach
- Use hockey to increase physical activity among communities and individuals locally

With England set to host EuroChamps27 next summer, England Hockey has launched its Social Impact Plan including a range of national initiatives which will use hockey as a force for social change, growing the sport's reach and championing greater diversity among those who play it. The fund itself will compliment this work, as well as being part of the long-term strategy to support clubs and communities in developing hockey engagement.

The key target participants are:

- Youth - State Schools that currently do not deliver hockey within curriculum or extra-curricular through after-school clubs
- Disabilities - People with Disabilities, Impairments or Long-term Health Conditions
- Community - People from Low Income Households and ethnically Diverse Communities

At the end of this document, there are examples of projects that could be funded to help you with the types of projects that are looking to be funded.

Who Can Apply?

- Clubs and organisations that are recognised members of England Hockey
- Not-for-profit organisations that demonstrate an identified 'exit route' for participants and they follow England Hockey's:
    - 'Spirit of Hockey' Code of Conduct
    - DBS checked individuals involved with delivery
    - Safeguarding policies and procedures
    - Suitable insurance policies
- Only organisations from **North West, West, East, Yorkshire & North East and South Central Areas** (if unsure, please email areas@englandhockey.co.uk)

The funding is not available to 'for-profit' organisations and sole trader's/individuals.

What Costs Can Be Funded?

- Venue hire
- Equipment
- Coaching Time
- Coaching CPD
- Volunteer expenses
- Administration (10% max of project fund)
- Marketing
- Other expenses deemed acceptable by the Area Futures Panel

It is expected projects will cost a maximum of £2000 subject to Area discretion. Applications are awarded on a case-by-case basis and their scale of engagement.

What Costs Cannot Be Funded?

- Costs already committed to
- Affiliation/Membership to a Governing Body
- Insurances
- Personal items/equipment e.g. personalised clothing
- Costs not related to delivery e.g. consultation
- I.T expenses for monitoring
- Other costs deemed not appropriate funding by Area Panel

Application Windows

Through the season there are two main windows for applications. These are between October - December and February – March. This offers more than one opportunity through a season as plans may take time to develop through the year.

Deadline for applications in first window – Sunday 6th December @ 11:59pm

Deadline for applications in the second window – Sunday 7th March @ 11:59pm

It is expected that applications in the first window will be delivered from January/February onwards and applications in the second window delivered from May/June onwards (there is flexibility in this).

With this being the first year, it maybe that the application windows are changed in the future.

Process of Funding Applications

Step by Step Process for Application:

1. Read this document with the 'Hockey Futures Together Grant Template Questions' – this template can be used to formulate answers to questions prior to submission **(online submission cannot be saved and must be completed in one sitting).**
2. Gather information for application including clear plan of activity and costings.
3. Submit online application form by deadline.
4. Once deadline window has passed, Area Future Panels will meet to consider applications.
5. Applicant will receive one of three outcomes:
    a. Grant has been awarded
    b. Grant has not been awarded, but further information required – it maybe that the application moves to the next application window at this point
    c. Grant has not been awarded and reasons given
6. If you grant has been awarded, you will then be required to complete a Service Level Agreement, which includes the payments terms and the monitoring and evaluation expectations.
7. Once all parties (Awardee and Area Chair/Finance Director) have signed the Service Level Agreement, an initial 50% of the total funding award will be paid.
8. A 'Check In' meeting will take place halfway through the project to monitor progress and upon satisfaction of project delivery, the remaining 50% will be paid.
9. At the end of the project, final monitoring and evaluation completed on the success of the project. Case studies required to bring project to life and examples for future applications

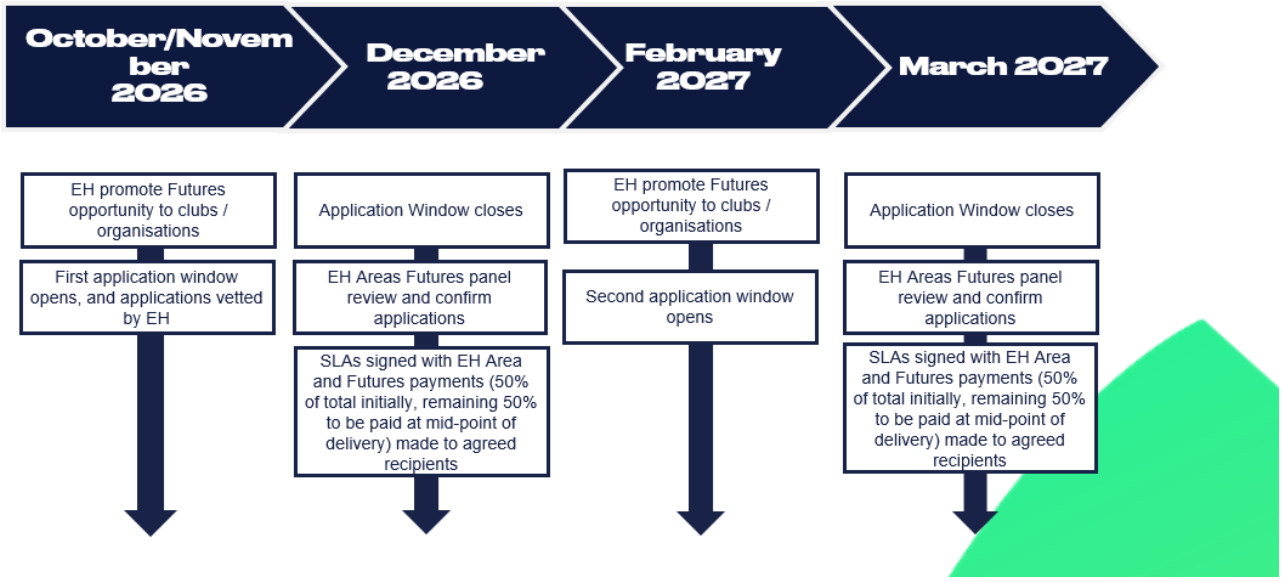
Decision-Making:

Applications will be screened prior to the panel awarding of the grants. Eligibility criteria as per above will be assessed against the applications. Once this has been completed, it will go to a panel including 3 Area members (decided by the Area) and supported by England Hockey staff members. Voting will be conducted by the 3 Area members.

There will not be an appeal opportunity once a decision has been made.

KEY MILESTONES

TIMELINE



Examples of Projects

(Note – examples below are illustrative purposes and help to create ideas around what a project could look like)

Example A:

Project	Increase the participation of state school primary children in after-school hockey sessions around Foleshill, Coventry
How it is delivered	• Children Sessions: • 4 schools x 8 weeks x 1 hour hockey sessions for 9-11 year olds (yr 5 & 6) in November term • Teacher Training: • Introduce primary school teachers to Hockey Hub and register schools with free membership. EH to deliver a practical course for teachers
Delivery Location	Edgewick Primary, John Gulson Primary, Broad Heath Primary and Lote Tree Primary
Exit Route/Linked Club for Participants	Berkswell and Balsall Common / Positive Youth Foundation
Expected No. of Participants	120
Reason for Delivery	Low Income Household area in the UK (IMD Score 1-2). Schools currently do not offer hockey in P.E or after school club. 70% of residents in Foleshill belong to ethnic minority groups (Asian Pakistani highest at 14%).
Costs	Coaching - £25phr x 32 = £800 Equipment (sticks, balls, bibs) = £800 Volunteer Expenses = £100 EH Coach Developer = £300 Total = £2000

Example B:

Project	Increase the participation of local participants from Rift House, Hartlepool (Indices of Multiple Deprivation Score – 1)
How it is delivered	• Advertise free hockey sessions locally through social media, local community centre. • 10 x 1 hour hockey sessions for 14-18 year olds in January, February, March delivered by a coach. • Additional support from junior coaches as volunteers from club.
Delivery Location	Meeting spot @ Rifthouse Community Centre prior to sessions. 10 weeks @The English Martyrs Catholic School
Exit Route/Linked Club for Participants	Hartlepool Caledonians & Billingham HC
Expected No.of Participants	60

Reason for Delivery	Low Income Household area in the UK (IMD Score 1). Reports from youth support workers at community stating requiring more sport/physical activity to specific age group to combat local crime (Top 10% for crime in UK)
Costs	Coaching - £25phr x 10 = £250 Venue hire - £60phr x 10 = £600 Equipment (sticks, balls, bibs) = £350 Volunteer Expenses = £50 Total = £1250

FAQS

- As a club, which Area do I belong to?
  - The Area that is allocated by England Hockey – if unsure, please email areas@englandhockey.co.uk
- What if a project is looking to take place over two Areas?
  - This will be assessed on a case-by-case basis, however, it is not expected that this will happen
- How long should a project be?
  - Varies depending on scale of project. It is not expected that a project will be funded for an entire year in length. Maximum that can be applied for is around £2000 per project
- What if my project is more than £2000 in cost?
  - Projects above £2000 will be allowed, however, the funding available is finite so projects may need to be tailored to fit within budget limits
- Can an organisation run more than one project?
  - Yes it can, however, spread of projects and demonstrating needs in variety of communities is a principle in the decision-making
- I am not sure if my project meets the requirements of the fund?
  - If you are unsure, please reach out and contact areas@englandhockey.co.uk for further information and guidance
- What if my project is not completed?
  - Details of this will be included in the Service Level Agreement, however, support is available to discuss your project and how it is being delivered
- What if my project changes due to unforeseen circumstances?
  - Please contact areas@englandhockey.co.uk to discuss changes to your project at the earliest time possible
- I have never completed this type of grant before and don't know where to start?
  - Firstly, it is great that you want to be involved to help develop hockey locally in communities that may not regularly come across or participate in the sport. Check out the 'Hockey Futures Guidance' document to get you started. For any further questions, please contact areas@englandhockey.co.uk