

Sportivate Development Planning Process to support Delivery Plan

Year Two – April 2012 to March 2013

Each Community Sports Physical Activity Network (CSPAN) or National Governing Body (NGB), on behalf of a sports club(s), can submit activities prioritised in line with the allocated numbered worksheet on the delivery plan. If you are interested in applying for Sportivate funding and are not part of a CSPAN or NGB, please contact Rachel Knott: email rknott@cornwall.gov.uk or tel 01872 323335 or 07973 813520.

1. Criteria for Activities

- All activities must start from 16th April 2012 and finish before the end of March 2013.
- All activities must take place in Out of School/College Hours for students, evenings or weekends with a focus on Friday and Saturday nights.
- Targeted young people must be aged 14 to 25 years with a focus on 16 to 25 and come from the 'semi sporty' category (Currently completing 1 to 2 hours of sport per week).
- All planned activity must be targeted with evidence/research behind it to justify the need and consultation.
- All planned activity must be partnered with a minimum of one community club/group and show clear sustainability.
- All projects need to be submitted through the local Community Sports and Physical Activity Network or National Governing Body.
- All activities must be a block of 6 sessions lasting a minimum of one hour.

2. Eligible Costs

- Paying coaches to run activities
- Volunteers in kind to help run activities – Up to £50 in kind per volunteer
- Hire of facilities to deliver activities
- The cost of CRB Checks
- Employers liability insurance
- Transport to get young people and coaches to activities
- Marketing/publicity
- Equipment – minimal amount
- Training/coaching courses

3. Ineligible Costs

- Co-ordination/admin/management costs
- Retrospective activities
- Overheads
- Statutory items
- Contingency costs
- Purchase of vehicles
- Buildings and refurbishment

4. Safeguarding and Protecting Children

Children and young people have the right to be safe and enjoy the sports activities that they take part in and parents and others have a right to believe that organisations provide a safe environment.

With this in mind, it is essential that all delivery organisations have achieved or are working towards either their NGB ClubMark Award or the Cornwall Sports Partnership Safeguarding Minimum Quality Standards (MQS), with an achievement deadline. Evidence will be required before funding is allocated.

5. Minimum Targets

The **minimum** target of young people to be **retained** in year two in Cornwall, as set by Sport England, is **711**.

6. Key Performance Indicators

KPI 1 – Participants: number of young people

KPI 2 – Throughput: attendance

KPI 3 – Retain: number who attend 5 out of 6 sessions

KPI 4 – Sustain and grow: number who continue to participate regularly

KPI 5 – Excel: number who are identified as talented

7. Service Level Agreements

In order to carry out our leadership and coordination role effectively we will put in place a local Service Level Agreement (SLA) with all delivery organisations highlighting commitments and responsibilities around monitoring and evaluation requirements and safeguarding children. A signed copy of your SLA will be required before funding is allocated.

8. Payment

Payment for any activity will be made with 50% awarded on completion of the SLA, MQS for safeguarding, dates added to the online portal and registering the activity on www.getactivecornwall.co.uk and the final 50% awarded on completion of the KPI Data spreadsheet. If the agreed targets are not achieved, the final payment will be worked out against the cost per head of young people retained in alignment with your original target.

9. Timescales

Date	Action
Wednesday 23 rd Nov 2011	Application released by CSP
Monday 23 rd Jan 2012	Phase One deadline for applications delivery April to Sept 2012
Friday 14 th Sept 2012	Phase Two deadline for applications delivery Oct 2012 to March 2013

Please submit completed excel spreadsheet to rknott@cornwall.gov.uk by the above deadlines.

If you have any further questions please do not hesitate to contact Tim Marrion:

Email rknott@cornwall.gov.uk **Phone** 01872 323335 **Mobile** 07973 813520