

Sport Unlimited (SU) Development Planning Process to support Delivery Plan Year Three – April 2010 to March 2011

Each Community Sports Network (CSN) 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. A separate activity worksheet will need to be completed for every 8 to 10 week block of sessions even if it is the same activity repeated. If you are interested in applying for SU funding and are not part of a CSN or NGB, please contact Tim Marrion: email tmarrion@cornwall.gov.uk or tel 01872 323338.

1. Criteria for Activities

- All activities must start from 19th April 2010 and finish before the end of March 2011.
- All activities must not start or be delivered just during a school holiday.
- All activities must take place in Out of School Hours Learning (OSHL), evenings or weekends with a focus on Friday and Saturday nights.
- Targeted young people must be aged 11 to 19 years with a focus on 16 to 19 and come from the 'semi sporty' category (Completing 3 to 4 hours of sport per week).
- All planned activity must be targeted with evidence/research behind it to justify the need and student 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 Network or National Governing Body and signed off by the local SSP and LA.
- All activities must be a block of 8 to 10 sessions lasting a minimum of one hour.

2. Eligible Costs

- Paying coaches/teachers/staff 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/staff to activities
- Marketing/publicity
- Equipment – up to 20% of the total
- Training/coaching courses
- Equipment, training and marketing can only amount to 30% of the grand total

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 Club Mark 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 three in Cornwall, as set by Sport England, is **2,964**

6. Key Performance Indicators

KPI 1 – Participants: number of young people

KPI 2 – Throughput: attendance

KPI 3 – Retain: number who attend 60% of the activity

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 and MQS for safeguarding, 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
Mon 5 th Oct 09	Application released by CSP
Oct/Nov 09	Consultation with CSNs, NGBs, local community groups and all stakeholders
Fri 11th Dec 09	Final applications submitted to CSP
Fri 5 th Feb 2010	CSP submit final County application to Sport England

Please submit completed excel spreadsheet to tmarrion@cornwall.gov.uk by **Friday 11th December 2009**

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

Email tmarrion@cornwall.gov.uk Phone 01872 323338 Mobile 07973 497454