

## Sportivate Development Planning Process to support Delivery Plan

Year Seven – April 2017 to March 2018

Community Partners, National Governing Bodies (NGBs), sports clubs or local providers engaging with young people aged 11 to 25 can submit projects prioritised in line with the allocated numbered worksheet on the delivery plan. If you are interested in applying for Sportivate funding, please contact Lewis Sanders: email [lesanders@cornwall.gov.uk](mailto:lesanders@cornwall.gov.uk) or tel 01872 323335 or 07527 470537.

### 1. Criteria for Activities

- All activities must start from 1st April 2017 and finish before the end of March 2018.
- 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:
  - Inactive (less than 4 x 30 mins per month)
- 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 activities must be a block of 6 sessions lasting a minimum of one hour and a maximum of 2 hours.

### 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 **completed** in year seven in Cornwall, as set by Sport England, is **345**.

### Key Performance Indicators

- **KPI 1 – Sustained Target**
  - This target relates to the proportion of young people who, when completing the participant registration form, state that they have **taken part in sport for at least 30 minutes for 0-3 days** in the previous 28 days.
  - It then compares against the proportion of young people who, when completing their tracking survey three months after their 6 weeks coaching sessions, have then taken part in at least 4 days or more in the previous 28 days.
- **KPI 2 – Completed Target**
  - This target relates to the number of young people who successfully complete their 6 week coaching sessions by missing no more than one (1) session
- **KPI 3 – Inactive Target**
  - This target relates to the proportion of young people who, when completing the participant registration form, state that they have **taken part in sport for at least 30 minutes for 0-3 days** in the previous 28 days.

### 6. 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.

### 7. 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](http://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 inactive young people competed in alignment with your original target.

### 8. Timescales

Date	Action
Wednesday 11 <sup>th</sup> January 2017	Launch of Year 7 and application released by CSP
Wednesday 22 <sup>nd</sup> February 2017	Phase One deadline for applications delivery April 2017 to Sept 2017
Friday 29 <sup>th</sup> September 2017	Phase Two deadline for applications delivery Sept 2017 to March 2018
Friday 15 <sup>th</sup> September 2017	Deadline for Phase One portal closure.
Friday 16 <sup>th</sup> March 2018	Deadline for Phase Two portal Closure

Please submit completed excel spreadsheet application to [lesanders@cornwall.gov.uk](mailto:lesanders@cornwall.gov.uk) by the above deadlines.

If you have any further questions please do not hesitate to contact Lewis Sanders:

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