

Application for Broadclyst Parish Council Community Fund 2023 / 2024



Broadclyst Parish Council
GROWING OUR COMMUNITY

Large Grants Application Form

NB: this form is for grants between £501 and £2,000; for awards under this amount please use the Small Grants Form.

To avoid delays in processing your application, please take time to read the guidance notes before submitting your form and make sure to attach all additional information that we have requested.

Please ensure your application is submitted in plenty of time: we cannot pay for project costs that you have already incurred.

SECTION A: ABOUT YOUR ORGANISATION

Your contact details

Name of organisation: Broadclyst Football Club

Main contact name and address: Michael Ebdon (Chairman), [REDACTED]
[REDACTED]

Main contact e-mail address: [REDACTED]

Contact number (in case of any queries): [REDACTED]

NB: personal data will be redacted before this form is published in any way.

Payment details

Grants are paid by BACS. Please give your club/group BACS details below (we cannot make payment into a personal or business account)

Sort code: [REDACTED]

Account Number: [REDACTED]

Bank: [REDACTED]

Name as it appears on bank statement: Broadclyst Football Club

Please note: Council can only pay grants into group/club accounts and cannot make grant payments into individuals private accounts.

SECTION B: ABOUT YOUR PROJECT

What is your project? What are you applying for the funding for?

Our coach education project is something we implemented a few years ago and is ongoing. In order to ensure the safety, wellbeing and adequate education of our young members, we have set an expectation that our coaches will all be of FA Intro to Football standard, at the very least.

The FA education programme is now back in full swing. This has affected the club in that we have not been able to carry on our annual support for any new coaches to complete this course.

We are still recovering from the covid years and the subsequent backlog and we have some new faces in the ranks who need to be upskilled.

Now that the FA education programme is back up and running, we are applying for funding to help us pay for 8 of our new assistant coaches to complete their FA Introduction to Coaching badge and for them all to complete their first aid and safeguarding refresher courses, to keep our young members safe and well.

We would also like to offer one of our coaches the next level in coaching and bring them through with a C licence qualification.

We are also keen to introduce a hardship fund to assist the most vulnerable amongst our players.

Why do you want to carry out this project, why is it wanted, how do you know it is needed, who will it benefit and what difference will it make?

This project will be completed by all coaches who require upskill and education. As a football club that have a responsibility and duty of care to all registered members, aged 6 to adult, we want to make sure we maintain our standards of care to keep all members safe and well under our care at training and on match days.

We have received feedback in recent weeks/months that would indicate we have some work to do and that coaches without adequate FA guidance and education are finding the management of their teams, quite tough. The FA education programme and the coaching badges are designed to provide coaches with the skills, understanding, tools and contacts to be able to ensure all players are taught in the right way that the FA minimum expectations are met.

Having educated coaches is the difference between a harmonious club and having divided opinions and difficulties with the teams and members. We are a club with a great reputation in the football community and in order to maintain this reputation, and for us to continue to produce skilled, well rounded young players we have to provide our coaches with everything they need.

Being coached and mentored well when at football, will also ensure these young players become well rounded members of the community. This benefits the greater society as well. it gives young people focus, drive and determination to achieve and the knock on is infectious.

Proposed timing of the project/ spending the money	Start: September 2023 End: March 2024 The Introduction to Football (Level 1) course runs regularly, but we are aiming to have the funding and the go ahead for our new coaches to enrol on the courses scheduled from Friday 1st September 2023. These courses are scheduled for 4 weeks but the coaches education project continues after that and will be ongoing until our coaches are up to speed with first aid and safeguarding qualifications as well. This year, we would also like to include an amount as an ongoing hardship fund to assist and help families with signing on fees and equipment, who may be finding the current cost of living difficult.
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SECTION C: FINANCE. Details of Costs and Funding Sources

What is the total cost of your project and how have you arrived at that cost? (Please include quotes where applicable)

The Introduction to football course costs this year are £100 per course and we have 8 assistant coaches that need to attend. This is a total of £800.

We also have a coach that will be eligible for their C licence courses at a cost of £500. There will be no more than 1 of these. This is a cost of £500

We also require all of our assistant coaches to attend their safeguarding and first aid courses. These courses are £30 per person. This is a total of £300 (10 x £30)

The hardship fund would be £500. This would ensure that our most vulnerable members don't miss out due to their personal family circumstances.

As a club we are applying for £2000 towards the total figure required figure of £2100.

How much money are you applying for from the Large Grants Community Fund?	£2000
What other funding has been identified? (Please list all additional funding)	£100
Is there a shortfall?	Y
	Is Yes, how much? £100

Please give details of other sources of funding (including details of internal fund-raising and external grants). Also include details of any in-kind support (such as people giving their professional skills or time for free).

As a club we will rely on sponsorship and money obtained from club registration fees to help cover our expenses. We will reach out to our current sponsors to help us find the remaining amounts. We also have a fundraising officer in place who works closely with the VIPs and will be maintaining ongoing projects over the course of the season. This will help fund any shortfall.

If there is a shortfall in funding the project, please tell us how this will be met:

As well as the fundraising project and request for sponsor support, we will also discuss with the FA any possible chance of a bulk booking discount because such a large number of our coaches will be attending these courses. We were successful with this last year. A slight discount was offered.

SECTION D: MONITORING, EVALUATION, AND EFFECTIVENESS

Please supply details of how you will monitor progress of your project / activity and how you will evaluate its effectiveness

There is always ongoing monitoring and measurement of coaches success with regular meetings and touchpoints with our coaches and coach liaison officer. We will continue to hold these meetings and make sure that coach confidence is checked as a regular item on the meeting agendas.

We will also gauge parent/player feedback by direct questioning of training/match day management and also by measurement of whether dissatisfaction levels decrease and the amount of contact we receive from parents/players to provide feedback also decreases.

SECTION E: SUPPORTING INFORMATION

For Large Grants of over £501, applicants are required to submit:

- a. A written statement of how the grant is to be used (Section B of this application form);
- b. A written set of rules, constitution, or other governing document are to be provided with the application. They shall be current and properly authorised;
- c. Details of a bank account held in the name of the applicant organisation requiring at least two signatures for cheque transactions or cash withdrawals;
- d. The accounts of the organisation for a period of one financial year prior to the date of application, and indicate expenditure, income, assets and liabilities, together with funding obtained from other partner bodies if appropriate (Section C included on the application form);
- e. A copy of their latest annual accounts/latest bank statement/balance sheet OR (for new groups) an income and expenditure plan for their first year of operation;
- f. An Equality and/or Equal Opportunities policy (this policy may be contained within their constitution or other governing document);
- g. A copy of the organisation's Public Liability Insurance to the value of at least £1 million;
- h. A policy to ensure the safeguarding of children or vulnerable adults (where appropriate);
- i. Details of how the organisation will assess the effectiveness of the activity or project (section included on the application form).

SECTION F: DECLARATION

By submitting this funding application, I confirm:

- that I am authorised by the group to apply for grant funding;
- that this application complies with Council's grant funding criteria;
- that the group agrees to provide a report after 6 months of any award being made as a condition of funding;
- that the group will include Broadclyst Parish Council in its publicity;
- the application is accompanied by all supporting documentation listed in Section D;
- that there is a plan in place for evaluating the project's effectiveness;
- that any unspent monies shall be returned to Council;
- should this organisation be discontinued, funds up to the value of this grant will be returned to the Parish Council.

Send this completed form with any accompanying documents (e.g. quotes) to:

**Broadclyst Parish Council
Angie Hurren**

office@broadclyst.org
clerk@broadclyst.org

01392 360269

You will receive an acknowledgement and be given an approximate date when you should hear if your application has been successful.

If you have any queries or require any help completing this form, please contact us in the first instance

Signed: 

Print: Michael Ebdon (Chairman)

Date: 10/08/2023

ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT BY REQUEST.

Please use this space for anything else you would like to tell us in relation to your project or this application (continue on a separate sheet if necessary).

We are in a fortunate position where we have a great working relationship with the Parish. We are endlessly thankful for all the support we have received over the years and we hope that it continues for many years to come.

We have the Parish advertised on our kit and any support we receive from the parish is regularly published on our social media pages.

We will continue to do this and if we are fortunate enough to be granted this financial support, we will be sure to let it be known the Parish are a big part of coach education project and the associated successes. We want to ensure the local society understand how much the Parish help in providing our young members with the best possible facilities.

For Broadclyst Parish Council Use Only

Application assessed by Officers on (date):

Recommendation to Council:

Application Approved / Refused by Broadclyst Parish Council.

Amount of grant awarded:

Reason if different to amount applied for:

Date of Decision:

Signed on behalf of Broadclyst Parish Council:

Chairman:

Clerk:

BACS ref:

Follow-up report received and date of:

Additional notes: