



## **Angling Improvement Fund 2017-18**

### **GUIDANCE NOTES FOR APPLICANTS: COACHING BURSARY & DELIVERY RESOURCES**

#### **Introduction**

Angling Trust, with the support of the Environment Agency, is inviting applications to a new round of the Angling Improvement Fund (AIF), made possible by rod licence sales in England.

Part of this round of funding will focus on increasing the number of new people entering the sport by providing a bursary to train new angling coaches. Coaching is key to providing a safe, enjoyable and progressive environment for young people, families and adults to participate in angling.

This bursary will remove the financial barrier of training to become an angling coach, providing the opportunity to include not only the cost of the course in the application but the cost of fishing equipment (to be used when coaching) and the promotion & marketing of your organisation's coaching events.

Preference will be given to applications that support three of the Angling Trust's participation initiatives:

- Let's Go Family Fishing – getting more families into fishing
- Get Back Into Angling – helping get lapsed anglers back into the sport
- Get into Angling – a coaching programme to get more young people into angling.

#### **What types of project are we looking to fund?**

Applications will be accepted from organisations that need to train new angling coaches to deliver events and coaching programmes in order to help introduce more people to angling.

Preferences will be given to applications which:

- are from organisations that currently do not have any Angling Trust Licensed Level 2 angling coaches that they work with;
- will result in more female, under 30 or disabled people becoming qualified as coaches, as these are groups currently under represented in the coaching workforce;
- are from organisations that commit to delivering a minimum of 5 free to attend events at their fishery/club following successful completion of the coaching course(s);
- demonstrate that they are part of an ongoing plan to increase participation levels, club memberships and/or day ticket sales.

## Who can apply?

Any organisation based in England that wants to increase the number of people being introduced to angling (such as clubs, fisheries, local authorities, schools or colleges).

Applications from individuals will not be accepted.

The fund can award funding only to projects based at freshwater fisheries where angling requires a coarse, trout and eel fishing licence.

It is not a requirement to be an Angling Trust member club or affiliated organisation in order to apply.

## Costings

A maximum of £2,500 is available per organisation. Of this a maximum of £500 can be spent on fishing equipment to be used when coaching, £500 on promoting your events/coaching sessions & £100 on travel to & from the coaching courses.

## What can be funded?

- Level 1 and Level 2 coaching qualifications – the course must not have been completed upon submission of the application. Full details on the Level 1 and Level 2 coaching qualifications can be found at [www.anglingtrust.net/Development/Coaching Qualifications/Qualifications Overview](http://www.anglingtrust.net/Development/Coaching%20Qualifications/Qualifications%20Overview)
- First Aid course (required to complete Level 2 coaching course). St John Ambulance Essential First Aid (All Ages) course is suitable, cost £25 (exc VAT) per person. Visit <http://www.sja.org.uk/sja/training-courses/courses-for-the-general-public/essential-first-aid-all-ages.aspx> for more information. An information document (PDF) about suitable First Aid for Level 2 Learners is available from the Angling Trust's Approved Centre office in Ilkeston: please email [angela.woodgates@anglingtrust.net](mailto:angela.woodgates@anglingtrust.net) for a copy.
- UK Coaching Safeguarding & Protecting Children workshop (required to complete Level 2 coaching course). Cost can vary but should be around £30 per person. Visit <http://www.ukcoaching.org/workshops/workshop-search> to look for workshops local to you. An information document (PDF) about suitable Safeguarding training for Level 2 Learners is available from the Angling Trust's Approved Centre office in Ilkeston: please email [angela.woodgates@anglingtrust.net](mailto:angela.woodgates@anglingtrust.net) for a copy. (Please note that Safeguarding courses/certificates from bodies other than UK Coaching are not accepted.)
- Fishing equipment to allow organisation to deliver events & coaching sessions (maximum £500)
- Marketing and promotional material to advertise events/coaching sessions (for example - posters, adverts, e marketing)(maximum £500)
- Travel expenses to and from coaching courses (max £100).

**Please note: Organisations may only apply for funding to cover the fee for the next qualification your people are eligible for. For example if a person is not yet qualified, then you can apply for the L1 for him or her. You cannot apply for funding for the level 1 and also the L2 pending successful completion of L1.**

## Project timelines

The organisation should have their project completed by 31st March 2019. This includes any training and the delivery of a minimum of 5 angling participation events.

## Deadline for submission

**EXTENSION: Completed applications must reach Angling Trust by 5pm, THURSDAY 8<sup>TH</sup> FEBRUARY.**

Applicants should complete the **Application Form** and the **Coach Training Information (CTI) Form**, both of which can be downloaded from the Angling Trust Improvement Fund webpage, at [www.anglingtrust.net/improvementfund](http://www.anglingtrust.net/improvementfund)

Please type your answers using font size 7 - 10. The size of the boxes give a guide to the length of answers we would like to see.

When you are happy with your form, please send it by one of the following methods:

- 1) by email to the AIF Fund Administrator, Mark Wilton at: [AIFadmin@anglingtrust.net](mailto:AIFadmin@anglingtrust.net)
- 2) If it is more convenient you may complete the application form by hand, scan it and return the scan as an attachment in an email to the address above.

Please remember to include 'AIF COACHING' and the name or initials of your club or organisation in the subject line of the email.

3) Alternatively, handwritten or typed application forms may be returned BY POST. If you do this, please address them to **Coaching Administration** at Angling Trust Approved Centre, The Old Police Station, Wharncliffe Road, Ilkeston DE7 5GF.

## Judging criteria

Judging will be based entirely on what the Panel reads on the Application Form.

The Panel will judge proposals on how well they meet the following criteria:

- 1) Your arguments for why the project is needed at your club/fishery/organisation
- 2) The impact your project will have locally on introducing people to angling.
- 3) How you intend to make the project happen (we want to be confident you can deliver what you have proposed)
- 4) Your estimate of the number of new angling events likely to be delivered by your organisation resulting in new people being introduced/reintroduced to angling.
- 5) Other benefits
- 6) Match funding secured (either as grants, donations or other cash funding, or in-kind contributions, such as volunteer time and donation of materials)

## **Notification of results**

All communication will be with the main applicant as entered on the first page of the Application Form: usually this will be by email. We will acknowledge receipt of your application within 3 working days. It is expected that judging will be complete within 2-3 weeks of the submission deadline and entrants will be notified of their result shortly after. Unsuccessful applicants will be informed of the Panel's decision as soon as possible and will receive feedback on their application.

## **If you are successful**

- You (the applicant) will be sent an offer letter setting out the value of the award. You will also receive a set of terms and conditions which you should read and accept before taking up the offer.
- The persons listed on your Coach Training Information Form (submitted with your application) will be contacted individually\* and supplied with the means to select and be included on a suitable course;

\*The individuals nominated by their Club/angling project for a coaching bursary will need to complete and return their individual applications by a specified deadline to the Coaching Administration office in Ilkeston. This will include providing personal information such as date of birth and any relevant medical conditions or special requirements.

## **Terms and Conditions of taking up an award**

These will include:

1. Nominated 'trainees' will be given a list of appropriate AIF courses within their region (based on the location of your club). They will have the opportunity to defer the initial offer to a second date, however the second available course date must be attended otherwise an admin fee of £25 will have to be charged to have your place transferred. Transfer to another course will be based on availability of places in that region.
2. Late cancellations.
  - Late cancellations within 2 weeks of course start date will be subject to a transfer fee of £25.
  - Late cancellations within a week of the start date will be subject to a 50% fee unless you are able to fill the place internally within the club. In which case the standard admin fee of £25 will be charged.
  - Any cancellations within 48 hours of start dates can not be transferred and 50% of the full course fee will be charged. n.b this cancellation charge will be payable by the club/fishery.
3. if the individual(s) fail to complete the required course (Level 1 or 2) by 31st March 2019, the organisation may be invoiced for the cost of attending the course and other sponsored items funded by the award.
4. All organisations will be required to submit the details of the people taking part in the coaching events to the Angling Trust following their delivery.
5. Funded organisations must also agree to allow Angling Trust to name your organisation and any partners and to feature the project in future Angling Trust or Environment Agency promotions or communications. If you are successful in obtaining an AIF award, we will ask you to promote the project on your website or social media.

A copy of the T&Cs is available on request.