

Angling Improvement Fund 2017-18 ROUND 2

GUIDANCE FOR APPLICANTS

Angling-based Health and Wellbeing Projects for Older People

Introduction

Angling Trust, working with the Environment Agency, is inviting applications to a new round of the Angling Improvement Fund (AIF), made possible by coarse, trout and eel fishing licence sales in England.

While age alone is not a good marker of physical function or capacity, older age is characterised by increasing risk and incidence of a number of diseases. In addition, retaining physical and cognitive function becomes a major challenge, as well as the avoidance of mental illnesses such as depression and dementia. Older adults are also at greatly increased risk of falling (Start Active, Stay Active report, 2011.)

Many older people are experiencing social isolation, but research has shown that befriending services and improved connections are effective ways to maintain and ensure better mental health.

Research has found that angling can contribute to positive outcomes in all these areas by encouraging 'active ageing' (see Section 2 of the 'Fishing for Answers' report (Brown et al, 2012.) Angling provides opportunities to stay active, get out and about, and retain independence, whilst engaging in a fun, pain-free activity.

In this theme of the AIF, we are looking to support projects that use angling and angling-focused volunteering to improve health and wellbeing in older people aged 65 and over.

The theme is open to applications from established, bona-fide organisations (such as charities, social enterprises and NHS Trusts) or qualified individuals that have a track-record of providing approved or accredited health, wellness and recreational services to older people. Established angling-based charities delivering approved activities for local authorities, hospitals, clinics or community health bodies are also welcome to apply. The assessment panel will consider applications from clubs and fisheries that have a strong track-record in delivering projects for older people and can draw on expert guidance.

A small number of grants are available to support, among other things, for: development work, training, to help pay for new or refurbished equipment and facilities, or vehicles and associated transportation costs where there is a plan to sustain this in the long-term. Grants will not normally be given for routine office and administrative costs or salaries.

The funded projects must include practical angling sessions or volunteer opportunities linked to angling, for groups or individuals, and be held at an angling venue offering a safe, accessible environment with adequate facilities matched to the needs of the project and participants.

Importantly, people aged over 65 are not a singular or homogeneous population, ranging from people with poor physical function to very athletic men and women. We would like to see project proposals that offer benefits to as wide a range of abilities as possible.

Around £25,000 of funding will be available for this theme alone, sufficient to fund 5-10 projects across the country. The maximum grant that can be requested is £5,000 per project.

Organisations must be able to deliver a tangible outcome in the spring or summer of 2018. Ideally this will include running one or more angling activities, supported directly or indirectly from the AIF grant.

What types of project are we looking to fund?

Projects that use angling or angling-based volunteering (e.g. help on working parties) to improve health and wellbeing in older people aged 65 and over, by:

- Increasing opportunities to become and stay active;
- Improving mental health and wellbeing;
- Increasing the quality and quantity of older people's social connections;
- Helping older people develop an enhanced sense of purpose and empowerment;

We are also inviting proposals for work that:

- Improves access to fishing at accessible venues;
- Improves connections between angling organisations and health providers;
- and for the development of monitoring and evaluation strategies to evidence health and wellbeing outcomes in older people.

Any grant should be spent on activities or improvements designed to bring sustained benefits over a number of years.

Projects that continue established popular and well delivered work using angling, or new angling-based projects, informed by expert knowledge and guidance;

Angling should be a main focus of the AIF funding, but could be combined with another sport or recreational activity;

Projects for individuals and groups of older people;

Projects for new and experienced anglers or volunteers, catering for a wide range of abilities;

Projects for people with recognised disabilities or health conditions, or those with none;

Projects that help older people to get active and increase their strength, balance, mobility and flexibility;

Projects which teach new skills to older people to help build their self-esteem and sense of achievement;

Projects using angling to promote relaxation or as an alternative therapy for older people with mental health needs;

Projects encouraging social interaction for older people at risk of isolation or loneliness;

Projects for older people on their own or accompanied by their family, supporters or carers;

Angling-based programmes for older carers;

Programmes to meet the specific needs of people with dementia;

Projects that transfer ownership and a sense of responsibility for the activities to their participants, e.g. as mentors or peer-educators;

Lived experience: projects engaging people who have experienced some of the issues (including mental health problems) affecting older people.

Examples of eligible projects might include the following:

- Organised programme of angling sessions for older people living close to a fishery;
- Angling sessions led by qualified, licensed angling coaches;
- A 'seniors' angling match;

- An inter-generational angling sessions (e.g. for grandparents and their grandchildren);
- A 'buddy/ befriending' scheme to help older people connect with others wishing to go angling;
- Angling in environments free from anti-social behaviour;
- Assisted angling sessions for older people with a disability;
- Improvements to access facilities to meet the needs of older anglers;
- A group volunteering activity for older people that benefits angling (and the volunteers!)
- Coaching and mentoring led by, or using older people's skills;
- Events for newly-retired people;
- Development of tools to evaluate the benefits of angling in groups of older people.

Factors for a successful wellbeing project:

The Big Lottery Fund has identified ten key success factors for building a successful health and wellbeing project. These are available to read at:

<https://www.biglotteryfund.org.uk/research/health-and-well-being/building-a-successful-health-and-wellbeing-project>

The Big Lottery has found that successful projects tend to share the following features. They are:

- Fun and sociable;
- Aimed at gradual improvements and building self-confidence;
- Engaging participants on a regular basis;
- Delivered in small groups, enabling people to form friendships and improve all areas of wellbeing;
- Not specifically focus on health;

- Embedding behaviour in an institution (e.g. a school), family life, or everyday routine;
- Teaching skills or knowledge;
- Providing a way for people to see the difference they've made;
- Offering training for delivering wellbeing activities to other organisations and service providers.

Age UK also offers useful tips to older people on staying active, feeling good mentally and what to do if you feel lonely (www.ageuk.org.uk). The English Federation of Disability Sport (EFDS) also provides advice on getting started in sport for disabled people or those with long-term health conditions. You can find a helpful list of existing local opportunities and partnership organisations on its website at www.efds.co.uk

Monitoring and evaluation:

It is important that there are processes in place to evaluate the benefits to participants.

These might include voluntary surveys of participants before, during and after participation on sessions, but above all should be simple to carry out, not burdensome to the participant, and designed to yield useful information to guide improvement and future activities.

If a validated system is not already available, we would encourage the applicant to develop and trial suitable methods of evaluation as part of the project, informed by expert guidance and best practice.

The Angling Trust will ask funded projects to provide anonymised summary data on the beneficial effects (or otherwise) of their project, and material (e.g. photographs) for

publicity purposes, but will respect the confidentiality of participants.

To be eligible, projects must be..

To be eligible, projects *must* be located in England and involve a form of angling covered by a valid Environment Agency coarse, trout and eel fishing licence (i.e. angling for coarse fish, stocked or non-migratory trout)

Sea angling projects and projects at tidal locations are not eligible.

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

The best projects will also match any award with a similar amount of 'match funding'. This can be take the form of money contributed by the applicant or obtained as grants, OR be an in-kind contribution (e.g. volunteer time and expertise, donated materials or services given at a reduced rate).

Crucially, the applicant must convince the judging panel that they will be able to deliver the project described in their application.

In the assessment process, additional weighting will be given to projects that have plans to use their own match-funding contribution to promote their project and the benefits it will bring.

The AIF cannot pay for work already completed or pay for materials/services already purchased (before a funding offer is made).

Who may apply?

The main applicant must be an established organisation, with a track record of providing high-quality, approved health/ well-being and /or recreational services to older people.

Your organisation will need to have been running activities for a minimum of 12 months.

These can include:

- Charities;
- Social enterprises;
- Community interest companies;
- Community groups;
- Angling Projects
- GP Practices;
- Health and Wellbeing Boards;
- Community health bodies;
- Hospitals;
- NHS Mental Health Trusts;
- NHS Foundation Trusts;
- Clinical Commissioning Groups;
- Local Authorities;
- Health researchers;
- Clubs and fisheries with a track-record of delivering targeted health, social or recreational services for older people, or recent experience in delivering projects with bona-fide organisations working in this area.

If they are the main applicant, clubs and other community organisations should meet the following eligibility criteria:

- Have a bank account
- Have an open and non-discriminatory constitution;
- Have a policy for working with vulnerable people;

We are looking to these bodies to lead the application, but will need to have developed - or be looking to develop – activities in partnership with a recognised angling provider (such as a club, commercial angling venue, angling project or qualified, licenced coach) or using a suitable a venue.

In principle, the angling activities can be based on a still water, canal, or river venue, so long as the site has been risk assessed (and meets statutory safety standards), is accessible and provides facilities that will offer an enjoyable and comfortable experience for both users and organisers.

Activities should be risk assessed as being safe for participants, supporters and organisers;

The angling venue must have Public Liability Insurance.

Timelines for completion of funded projects:

Successful applicants must be able to deliver a tangible outcome, as described in their application, in the spring or summer of 2018.

Eligible items:

Funding is offered for a variety of project development work, for new equipment and repairs and upgrades to buildings used by the project in connection with angling) and for access improvements:

If the type of work you are considering does not appear on this list, it may still be eligible for funding! To find out, please contact the Angling Trust on AlFAdmin@anglingtrust.net for advice before starting your application.

- (a) Equipment to support angling activities by older participants, including specialist or adapted equipment for disabled users;
- (b) Fees to hire equipment – if it can be demonstrated that the organisation can make this sustainable in the long term;
- (c) Transport costs – if this is essential for the project and the applicant has a plan to make it sustainable in the long term;
- (d) Mobility equipment*
- (e) Protective clothing;
- (f) Safety aids (these can be installed at the angling venue, but should provide a clear benefit for the project participants);
- (g) Venue fees – but only if it can be demonstrated that the organisation can make this sustainable in the long term;
- (h) Facilities improvements and upgrades to increase accessibility and ease of use by the target group (older people, including disabled older people) – e.g. repairs to paths, stages, hand-rails, etc. A strong case must be made for why older people will be the principal beneficiaries (rather than other age groups);
- (i) Refurbishments to portakabins and other buildings on fisheries that provide a ‘social’ meeting area for older anglers;
- (j) Running costs for competitions and events that help meet a clear health and wellness need in older people;
- (k) Training, workshops, educational courses and other workforce development for the applicant organisation or delivery partner (which should be focused on working with older people and applicable to angling-based activities);

- (l) Capital costs, such as IT equipment, of up to £1,000, will be considered providing that they are necessary to deliver the project;
- (m) Improvements to websites that clearly help to share information on angling and health-based angling opportunities to older people;
- (n) Costs associated with developing partnerships between health providers (working in older people's health) and angling organisations;
- (o) Other innovative, imaginative plans that help to develop the applicant organisation or angling partner (e.g. club or venue) to support the delivery of angling benefits to older people;
- (p) Costs associated with the development of tools for monitoring and evaluating health and wellness outcomes of angling programmes for older people, with a view to applying these in the long term;

Applicants are strongly encouraged to use their own or external funds (i.e. their match-funding contribution) to promote/ market the new facilities.

* purchase of mobility equipment must be undertaken by a mobility transport expert, familiar with the financial and legal paperwork.

Items we cannot fund:

- Buildings or infrastructure with little direct relevance to angling or preparation for angling;
- It is unlikely that costs/ fees for coaches and sessional staff will be supported unless there are exceptional reasons for this funding support;
- General running costs and administration;
- Salary costs;

- Angling equipment and facilities that cannot be shared or used in turn by multiple participants;
- One-off trips;
- Purchase of minibuses (we would welcome this as part of your match-funding contribution);
- Awards and bursaries for individual participants;
- Coach training course fees (please note - bursaries are available in a separate AIF theme for this purpose);
- Transport – if there is no funded plan for provision in future years;
- Advertising, website development or other marketing or promotion costs. This work is essential to most projects but must be funded through the match-funding (i.e. applicant's own) contribution);
- **Stocking:** The judging panel will not normally approve requests to cover the costs of new or replacement fish stock. If fish stocking is recommended at the venue, potential applicants are advised to consult their local EA fisheries team who may be able to advise on suitable sources of fish.

Judging criteria:

Judging will be based entirely on what the Panel reads in the Application and on how well they meet the following criteria:

- 1) A commitment to deliver significant, tangible project outcomes by September 30th 2018;
- 2) The main applicant's **credentials and track record** in delivering high-quality health or recreational services for older people; including – if a club, fishery or community organisation – existing links and partnerships with recognised expert bodies;
- 3) You clearly define why this project is **needed**, showing an understanding of the actual needs of participants. The

- best answers will evidence how older people have been involved in the consultation and design of the project;
- 4) Details of any **expert advice** you have sought in planning your project;
 - 5) **Safeguarding** measures in place to help protect vulnerable participants, health and safety risks reviewed, and - where structured coaching and activities are planned - the use of qualified, licensed coaches; confirmation that all necessary insurances will be in place before commencement of the project.
 - 6) **How you intend to make the project happen.** Give the judging panel confidence that you will deliver a successful project using people (including older people) with the relevant skills and experience, in the time stated, using the available budget etc.
 - 7) Your estimate of the **number of individual angling sessions** supported the project;
 - 8) A clear demonstration of the **benefits your project will bring** to older people;
 - 9) Clear demonstration that the project benefits will be **inclusive to older people of all abilities**;
 - 10) How you will ensure the activities are **sustainable post funding**;
 - 11) Your proposals for **monitoring and evaluating** participation and beneficial outcomes for users.
 - 12) The level of **Match funding** contributed (either as grants, donations or other cash funding, or in-kind contributions, such as volunteer time and donation of materials); additional marks will be available to projects that have secured at least one other form of external funding (e.g. a council, sports or environmental grant);
 - 13) **Your use of match-funding:** e.g. use of part of your match funding to promote and advertise the project;

Award payments

The maximum amount of AIF grant that may be requested under this theme is £5,000 per project. However, you may request a smaller amount and such requests are given equal consideration by the assessment panel.

While we will try to offer an award sum that matches the amount requested, Angling Trust may contact organisations with promising proposals to discuss whether the project can be delivered with a smaller award. Angling Trust reserves the right to offer any award sum up to a maximum.

The Angling Trust Fund team will request copies of receipts for purchases of materials or services.

Treatment of VAT

If your organisation is not VAT-registered (and therefore unable to recover VAT on purchases), any AIF grant that you receive will include a sum to cover net costs plus payable VAT, up to a maximum of £5,000 per project.

Where the organisation is VAT-registered (and so able to recover VAT) the award will only cover the net amount, which again must not exceed £5,000 per project.

Match Funding (including volunteer time equivalent value):

Priority will be given to projects that offer a significant 'partnership' funding commitment (e.g. other grants, cash donations or contribution from the applicant), and/or which promise significant non-financial 'in-kind' support (e.g. donated materials or volunteer expertise donated to the project). The majority of winning projects will include both a significant financial and in-kind contribution.

It definitely helps to think creatively about match funding. While a project needs hard cash to pay for things, there are other forms of support that are just as critical to a project's success. Everything that goes into a project has a value!

Marketing and promotion of the new facilities is a key part of delivering a successful project, but cannot be funded directly by the AIF grant. For this reason, we are encouraging all applicants to include the costs of promoting the project as part of your match-funding contribution.

The following monetary 'equivalents' are given as a guide to help you estimate the value (in cash terms) of the time donated by your volunteers. If you choose to apply different multiples, please tell us why.

Unskilled/labour = £50 per day

Semi-skilled = £75 per day

Skilled (e.g. project manager) = £150 per day

Professional (e.g. architect/legal) = £300 per day.

Projects should try to maximise the value of this 'match-funding' Ideally, the judging panel would like to see parity between the amount requested from the AIF, and the contribution secured by the applicant from other sources.

Bids that fail to include matched funding, either financial or as 'in kind' support, are unlikely to be successful.

Disability Access:

It is important that you consider the effects of any new features, e.g. paths/ routes/ gates on people's - and especially disabled people's - ability to access fishing areas.

Please recognise the many different forms that disability can take, including visual impairment and learning disability, and long-term health conditions.

If your project involves access or facilities improvements, we recommend that you consult these sources of specialist guidance at an early stage in your planning:

(1) Access for all: Opening Doors. A guide to support sports clubs to improve physical access for disabled people. Produced by the English Federation of Disability Sport (EFDS) with the Centre for Accessible Environments (CAE). Available online at http://www.efds.co.uk/resources/case_studies

(2) EFDS has also developed a handy tool kit for clubs (the 'Inclusion Club Hub'). You can use this to audit your club to see how inclusive you are.
http://www.efds.co.uk/our_work_in_sport/club_development

(3) Access to Angling: best practice guidance. A unique guide for fishery owners and managers containing practical examples written jointly by the British Disabled Angling Association (BDAA) and the Centre for Accessible Environments (CAE). BDAA can also arrange to inspect your fishery and help draw up a plan to improve access in a coordinated way.

The Angling Trust has a number of copies of the BDAA guide to give away free of charge to angling clubs, fisheries and other angling providers. If you would like a copy, on a first come-first served basis, please contact the Fund Administrator, Angling Trust at AlFadmin@anglingtrust.net. Alternatively, you can request a copy direct from BDAA at info@bdaa.co.uk or download a copy at <https://spaces.hightail.com/space/DuciM> (if a code is requested enter the words FREE).

Coaching:

If your project includes coached angling sessions, Angling Trust will insist that any coaches appointed hold a current AT Coach Licence. To evidence this, we will ask funded projects to submit coach license numbers to us. For more details on becoming an angling coach, please view:

www.anglingtrust.net/landing.asp?section=1143§ionTitle=Coaching

Submitting an Application:

If you are uncertain about the eligibility of your project or have a question on the AIF application process, please contact the Fund team on AIFAdmin@anglingtrust.net or call Mark Wilton, Fund Administrator on 07495433626.

Applications must be made using the new online grant management system, which can be accessed via the Angling Trust Improvement Fund webpages www.anglingtrust.net/improvementfund

We will not be able to accept applications submitted via email or post, using the old MS Word application forms.

Applications must be submitted no later than midday on Thursday 25th January 2018. Please be aware that the online grant management system will not permit applications to be submitted after this time.

Supplementary documents:

It is not essential to attach supporting documents to your application but if you are shortlisted funding, we may ask to view copies of the following:

- The organisation's safeguarding policy;

- The organisation's most recent audited accounts, recent bank statements, or equivalent;
- Evidence of prices or copies of quotations
- Confirmation of partnership funding, or offers/promises of funding
- A copy of the lease agreement for the site where the project will take place (if applicable)
- Copies of risk assessments for the project venue;
- Confirmation that Public Liability Insurance cover is in place.

Notification of results

All communication will be with the contact person specified by you when you register on the online grant system. Usually we contact you by email, but may call you by telephone, e.g. to clarify points in your application.

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.

We expect to make formal offers to winning projects by March 31st, 2018. Projects which accept offers of funding should plan to deliver activities or other significant project outcomes in the spring or summer of 2018. If your project is delayed and you cannot finish your project before the end of September, you must notify the AIF Fund team.

Please note that grants cannot be awarded to an individual, and where an organisation is not formally constituted, we would not pay a grant into an individual's bank account.

We strongly recommend against embarking on your project until an offer of an award is issued and you have read and accepted the AIF terms and conditions.

Terms and Conditions:

Successful applicants will be asked to read and accept a set of Terms and Conditions governing the delivery of the project.

Among these, you must 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. An end of project monitoring report must be submitted upon completion of the project. Angling Trust staff may contact you following the commencement of the work to arrange a site visit.

If you are successful in obtaining an AIF award, we will ask you to promote the project on your website and/or social media.

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

Making sure your facilities project is safe and legal

It is essential that improvement works are carried out in a safe manner and that you obtain all necessary planning, safety, health and environmental consents and authorisations e.g. from the riparian owner, Environment Agency or Local Authority, before you begin any work. This should be built into your project planning and may influence your funding proposal. If you have any doubt that you can implement the project in a safe, legal way, don't start!

The award of a grant from the AIF is only one factor in preparing for a project: crucially it does not give you permission to begin a project that is unsafe, or awaiting consents. Indeed,

under the Terms and Conditions of an AIF grant, Angling Trust may request the repayment of the full award in such circumstances.

In particular, funded organisations should consider what responsibilities they have as a client under the **Construction (Design and Management) Regulations 2015 (CDM 2015)**. Complying with CDM 2015 will help ensure that no-one is harmed during the work, and that the building or installation is safe to use and maintain while giving you good value.

A free leaflet can be downloaded from the HSE website at:

<http://www.hse.gov.uk/pubns/indg411.htm>

The following is a selection of permissions or consents that you may need to obtain, and organisations you may need to consult, depending on the nature of the project:

Approvals and consents (could) include:

- Utility/Services Search (may take up to 3 months)
- Land Registry Search (if required)
- Environmental Permit (EP) for flood risk activities. Refer to: <https://www.gov.uk/guidance/flood-risk-activities-environmental-permits>

External consultation (could) include:

- Landowner consultation, if entry or access over land is required
- Local Authority (planning and potentially archaeology). The Local Authority Planner should always be consulted on construction projects. This will have cost and timescale implications and may require supporting information such as ecological surveys and a formal flood risk assessment.

- Natural England - if the project is located in a designated conservation area, if so works likely to need formal assent
- Historic England
- Other local interest groups.

A useful summary is available relating to Country Stewardship works but many of the issues could apply to AIF funded projects: www.gov.uk/guidance/countryside-stewardship-manual/4-getting-consents-and-permissions

Actual and potential risks associated with the following environmental and health hazards should be assessed before beginning work and should be reviewed on an ongoing basis during the life of the project (this list is a minimum):

- Access route and assessment of designated work area;
- Overhead or underground services;
- Confined spaces;
- Hazardous materials;
- Working near water
- Waste management requirement

More detailed advice on how to work safely, in or near water will be made available on the Improvement fund webpages.

If you employ staff or are using volunteers to do part of the works, it is also sensible to compile a complete list of emergency contact details and have an agreed process in case an incident occurs.

Safety does not end with the completion of the project. An agreement should be in place stating who is (legally) responsible for any new, repaired or upgraded facilities, and a maintenance plan agreed, which should include a schedule of safety inspections and maintenance checks. This is particularly relevant to angling platforms, but could include any part of your venue accessible to the public.

