**Active Braintree Foundation –** **‘Keep Moving’ Fund**

This fund aims to assist those living in Braintree on a low income to continue to access physical activity opportunities.

Local Sports Clubs and Organisations can apply to support their members who are unable to or struggling to participate because of the Cost-of-Living crisis.

The ‘Keep Moving’ Fund will be open for applications until 31st March 2023; however Active Braintree Foundation reserves the right to close this fund early as awards are subject to the availability of funds. All successful grants will need to be spent by 30th May 2023.

*There is no guarantee that an award will be offered when applying for the ‘Keep Moving’ Fund.* *Awards will take the form of a non-repayable grant awarded to those identified clubs, who have outlined the needs to support members/participants who require financial support to enable them to continue physical activities which they may not be able to do otherwise due to their financial situation.*

**How much can each club apply for?**

The award will be based on the evidence provided about the needs of your members, up to a maximum of £500. If you are applying for travel, membership, or fees, we do not expect to make awards for more than 12 weeks or sessions. We will expect to see evidence that you have put in reasonable measures to ensure the individual can continue to take part at your club despite a change in their financial position.

**What do I need to do in return for the funding?**

We expect each club to show evidence of how they have setup and managed the grant, how many individuals this has supported and how the funds were used. You will need to commit to a follow up phone call with Active Braintree Foundation or its partners, to gage an understanding of the impact this grant has had. This phone call will take place around 12 weeks after the grant has been made.

**How to apply?**

Read all the guidance in this document and compete the application form overleaf. Please send your completed application form to us at; activebraintreefoundation@gmail.com

Applications will be reviewed regularly by the Active Braintree Foundation panel and someone from the panel will be in touch within two weeks of your application submission.

**Guidance for Club on how to setup and manage their Fund.**

Clubs will need to be able to demonstrate an understanding of how many members/participants maybe in need of this support via engagement with coaches, participants, or parents/carers.

**What the funding could be spent on? (To be set by each club)**

The fund can help to remove short-term financial barriers, covering costs to support:

1. Membership/Subscriptions to sports/activity club

2. Subs or Pay as You Go costs – Sports/activity club training, events or match fees.

3. Equipment Costs – This includes but is not limited to personal items which will enable physical activity such as running trainers, sports bras, shin pads, bike helmets etc.

4. Travel Costs Reimbursed (after proof of travel expense) – This could be fuel for a private vehicle to get to a club/match or to pay for public transport.

**Eligibility**

To be eligible for the Fund, you might want to think about the following criteria:

▪ The individual is experiencing financial hardship or is without necessary funds required to enable them to continue participating.

▪ The individual had previously made adequate provision to cover fees but is now in demonstrable need of financial support because of unexpected or exceptional changes in financial circumstances

▪ They have accessed other financial support available to them before applying to the Fund

**How to Identify those who may meet the criteria for a grant:**

* Coaches may be aware of families or individuals that would need this funding
* Coaches or committee members may want to approach any members leaving or not present to understand their reasons and any potential barriers
* Make local schools or community partners aware of the fund for those families or individuals they know cost is a barrier to participate

**Application Form**

**Lead contact name: Club/Organisation name:**

**Lead contact email: Lead contact telephone number:**

**What support do you believe your members require to ensure they continue participating**?

**How have you gathered this understanding?**

*e.g. member survey, coaches’ feedback, direct conversations with Parents/Careers/Participants*

**As a Club/Organisation what have you put in place to support your members/participants?**

**How much funding do you require through the ‘Keep Moving’ Fund to give members/participants the additional support?**

*Please include a breakdown of costs, including number of participants in need of support and in what areas.*

If you have any questions, please contact: activebraintreefoundation@gmail.com