

## ACTIVE TOGETHER

### OPEN FUND PARTNERSHIP AGREEMENT

and made **BETWEEN:**

- 1) **LEICESTER-SHIRE AND RUTLAND SPORT** of Sport Park, 3 Oakwood Drive, Loughborough, Leicestershire, LE11 3QF (hereinafter called LRS); and
- 2) **(NAME OF LSA & address)** (hereinafter called LSA); and
- 3) **(NAME OF PARTNER ORGANISATION)** (hereinafter called the partner organisation)

#### 1. BACKGROUND

Active Together is a programme funded by Leicestershire Together and NHS Leicestershire County and Rutland to support and encourage more adults aged 16 years plus to take part in regular physical activity.

Active Together is managed by Leicester-Shire and Rutland Sport and the 7 District Local Authorities, via their Local Sports Alliances (LSAs).

As part of the plans to achieve the challenging NI8 targets, an 'Open Fund' application process has been created for any organisation wishing to apply for funding to support the delivery of Active Together during January – March 2011.

#### 2. APPOINTMENT, DURATION AND LIAISON

- 2.1 LRS hereby agrees to grant aid the LSA and partner organisation to deliver elements of the Active Together objectives for the period **1<sup>st</sup> January 2011 – 31<sup>st</sup> March 2011.**

#### 3. THE PARTNER ORGANISATION HAS AGREED TO:

- 3.1.1 Accept an award to the sum of **(include amount)** for the purpose of delivering an Active Together project on behalf of **(insert name of LSA)**. Partner organisations should adhere to the following grant criteria:
  - 3.1.2 People participating must be aged 16 years and over.
  - 3.1.3 Activities must be new or build on and extend current provision, or enhance existing good quality provision, thereby creating additional provision.
  - 3.1.4 Activities should target those adults who are sedentary or currently known as having low participation levels in sport and physical activity.

3.1.5 The sustainability of the activity should be considered beyond March 2011. Income generated through the delivery of the project (through appropriate charges to participants) should be redirected back into the project to enable the activity to continue beyond March 2011.

4. The Partner Organisation should, where appropriate:

4.1 Recognise the funding partners (Leicestershire Together, NHS Leicestershire County and Rutland) in all promotional material and ensure that the COMMON/SHARED brand of ACTIVE TOGETHER is used as the lead brand and is clearly identified and referenced in all promotional material, press releases and included in any media interviews.

4.2 Should be or only work with clubs that have achieved NGB club accreditation, or are working towards NGB accreditation or can demonstrate that they are fit for purpose (e.g. club is constituted, quality statement in place, use qualified coaches/ instructors, use appropriate equipment).

4.3 Ensure accurate data is collected and collated and submit on a quarterly basis to the LSA using the performance indicators

4.4 Ensure that all deliverers utilised (either employed or voluntary) have achieved the appropriate level of qualification.

4.5 Ensure that all deliverers used (either employed or voluntary) to deliver coaching sessions have completed Safeguarding and Equity training.

#### **5. THE LSA HAS AGREED TO:**

5.1 Devolve allocated funding to the Partner Organisation in order to deliver their project during January – March 2011.

5.2 Provide support to partnership organisations to assist in the achievement of the objectives of the programme.

5.3 Collate the Key Performance Indicators submitted by local partners and report to Leicester-Shire and Rutland Sport on a quarterly basis in order to draw down the funding.

5.4 Compose a case study which will highlight key successes / ways of working

#### **6. LRS HAS AGREED TO:**

6.1 Provide central support to local partners to assist in the achievement of the objectives of the Programme.

6.2 Devise a local application process that is fair and equitable for all partners

- 6.3 Organise network meetings for the benefit of local partners in order to share good practice and to enhance the delivery of the programme
- 6.4 Collate the Key Performance Indicators submitted by LSAs and report to Leicestershire Together and NHS Leicestershire County and Rutland.
- 6.5 Administer the Active Together Steering Group and report key decisions to the wider partnership.

**7. COST AND GRANT ARRANGEMENTS**

- 7.1 The total cost of the agreed work is **(insert amount)** for the period of January – March 2011.
- 7.2 The Partner Organisation will receive 50% of their total project costs in advance of the project commencing and will receive the remaining 50% upon successful delivery of the project and completion/ return of appropriate monitoring and evaluation to the LSA.
- 7.3 The Partner Organisation should submit an invoice to **(insert details for LSA)** for the total cost of the agreed work on receipt of a Purchase Order.

**Signatures & Acceptance of this Agreement**

**The above agreement is accepted and the terms and conditions understood.**

**(LSA)**

Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**(Organisation)**

Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**(LRS)**

Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_