

## HSBC Golf Roots Plus Projects - Guidance Notes

### Aim

HSBC Golf Roots Plus projects are an essential component of Golf Foundation delivery as they demonstrate the charity's social responsibility and commitment to ensuring that all young people, irrespective of race, gender, disability, religion, poverty or personal circumstances, have the opportunity to **enjoy golf and the wider social and personal skills associated with the sport.**

The purpose of an HSBC Golf Roots Plus project is to support local groups and organisations working with young people where involvement in golf may provide an alternative and positive focus. HSBC Golf Roots Plus may be used as a diversion to antisocial behaviour or as an inspirational activity that provides an opportunity for young people to experience the wide and varied benefits of golf. A focus on 'Skills for Life' must underpin each project and should aim to enhance young people's lives through the catalyst of golf. Projects intended for young people with special needs or disabilities are also encouraged to apply.

The project should be coordinated by a local delivery partner such as a youth service, local authority, police service, 'Kicks' project or partnership of schools. The local delivery partner should be the applicant and not a golf club.

The operational requirements will be kept to a minimum in an HSBC Golf Roots Plus project compared to a regular HSBC Golf Roots project in order that the local delivery partner can have more flexibility in deciding how the grant and support from the Golf Foundation will be used. There will not be a standard delivery pathway as enforced with other HSBC Golf Roots projects. However, all applicants should discuss their project idea with their Golf Foundation Regional Development Officer (RDO) before applying and look for an exit route into a golf club.

### Essential Criteria

**Please read the latest Impact Report which provides an illustration of the types of project that Plus funding supports.**

An HSBC Golf Roots Plus project should reflect the core values of the Golf Foundation:

- be inclusive and innovative
- make the introduction of young people to golf FUN
- be delivered and managed by a recognised and constituted local organisation
- demonstrate how it will enhance Skills for Life learning in young people
- be centred around young people, with golf as the focal activity, although the format and use of golf in attracting and inspiring young people might be unique to the project
- be willing to promote its activity through press and media support
- provide monitoring and evaluation to the Golf Foundation before a maximum of 12 months
- provide individual progress forms for each participant.

### Desirable Criteria

An HSBC Golf Roots Plus project should:

- link to a local HSBC Golf Roots facility
- involve a PGA Coach
- involve the training and deployment of young people as volunteers
- involve the local HSBC bank with publicity opportunities.

### Funding Available

- Through **HSBC** and the **Gerald Micklem Trust** up to £1,500 is available per project (partner funding is encouraged). 50% of the funding will be awarded at the outset of the project. The remaining 50% will be released upon completion of the project and receipt of monitoring which should demonstrate that the individual programme has met the essential criteria.
- Evidence of impact on the young participants lives must be demonstrated.

### Application Process

**There are two application periods during 2019, the first closes on Friday 5th July 2019.**

**The second period will open Monday 2nd September and close on Monday 7th October 2019.**

- All projects should apply through their Regional Development Officer (RDO) using the standardised application form. A judging panel will make the final decision, following the recommendation of the RDO.
- Successful applicants must give appropriate acknowledgement to the Golf Foundation through press releases, printed material, relevant events and/or appropriate website pages.
- The Golf Foundation requires the applicant to provide evidence of the use of the grant provided. The Golf Foundation reserves the right to reclaim some or all of the grant if the funding provided is not used for the approved purpose.
- Once an organisation has received a grant, it will not be eligible to apply again for a period of 12 months. The maximum number of Plus grants that any organisation can receive is two.



# HSBC Golf Roots Plus Project - Action Plan

## General information *(Please PRINT clearly)*

Name of the organisation: \_\_\_\_\_

Contact name at the organisation: \_\_\_\_\_

Tel no. for the organisation: \_\_\_\_\_

Address for the organisation: \_\_\_\_\_

Postcode: \_\_\_\_\_ Email: \_\_\_\_\_

## Planned Activity

*What would you like to do? (Outline the activities a HSBC Golf Roots PLUS grant will support).*

*What are your targets and measures of success?*

*How will you measure and demonstrate impact on the individuals included in the project? (What evidence will you provide?)*

*How will you share and celebrate the success of your project?*

How do you plan to promote the project?

What opportunities will be offered to the young participants who wish to continue in golf? (Any links with an HSBC Golf Roots Centre)

**Safeguarding Declaration:** In planning and implementing this project we will ensure that all employees, contractors and volunteers involved in the project receive appropriate training and background checks. Any PGA coach utilised in the project will be on the SafeGolf list available on [www.safegolf.org](http://www.safegolf.org).

We understand that the Golf Foundation may ask for sight of documentary evidence of such checks at any time.

**Privacy:** We have read and accept the [Privacy Policy](#) on the Golf Foundation website.

#### Signature 1

I confirm that the information provided above is correct and that I am authorised to accept the terms of conditions on behalf of the above organisation:

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Role at the organisation: \_\_\_\_\_

Date: \_\_\_\_\_

#### Signature 2

I confirm that the information provided above is correct and that I am authorised to accept the terms of conditions on behalf of the above organisation:

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Role at the organisation: \_\_\_\_\_

Date: \_\_\_\_\_

**Please attach a copy of your organisation's constitution and return to your Regional Development Officer.**

For official use:	RDO:	HoM:	HoD :	Panel:
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### Transfer of Funds (Please PRINT clearly)

Transfer by BACS:

Name of bank: \_\_\_\_\_ Name of the organisation account: \_\_\_\_\_

Sort code: \_\_\_\_\_ Account number: \_\_\_\_\_

