

# Small Sided Football Development Fund



## Application Submitted by:

Name:	
Role at Organisation:	
Date:	

## Application Approved by:

Name of Senior Representative at Organisation (e.g. Director):	
Role at Organisation:	
Date:	

URN ( office use only)

Please send completed applications to: [SSF-Fund@TheFA.com](mailto:SSF-Fund@TheFA.com)

## What is the SSF Development Fund?

This is a fund specifically targeted at supporting the growth of small sided football in England. Small sided football has grown immensely fast in recent years and The FA are keen for this to continue. The FA SSF Development Fund is particularly focused on attracting new players into football, or encouraging those players that have dropped out of the 11-a-side game to continue playing in the small sided formats of the game. The Development Fund is looking for innovative and unique small sided football projects to support. Applicants for this fund need to be FA affiliated small sided football providers.

## How much can I apply for?

Projects can apply for a maximum of £10K in financial support from the Development Fund, although applicants are encouraged where possible to secure partnership funding to support the project costs. The total project cost could be higher than £10k where additional partnership funding is secured. It is important to note that funding for capital costs (e.g. building and infrastructure) are not eligible for funding.

Applications will be assessed by an FA Funding Panel that will meet quarterly.

- Small sided football providers with less than 2000 teams collectively playing at their sites can submit only one funding application per funding round on behalf of their organisation (i.e. one application per small sided provider per quarter).
- Small sided football providers with more than 2000 teams collectively playing at their sites can submit up to six funding applications per year on behalf of their organisation (Note – a year is based on the FA season from July to June).

Applicants are encouraged to consult with the SSF Development Fund Manager prior to submitting their application. This officer will provide valuable advice and guidance to help shape your project. However, it is not a mandatory requirement for applicants to contact this officer before submission.

## What are the aims of the Fund?

Successful applications should look to achieve at least one or more of the following:

- Significantly increase adult (16yrs +) small sided football participation
- Attracting new adult players into football: participants who do not normally play any form of football.
- Significantly enhances the quality and satisfaction of participants' football experience.
- Encouraging adult football participation in female, disabled and BME (Black and Minority Ethnic) groups.
- Projects that are unique or innovative in their approach
- Projects that look to create a two-way link with adult 11-a-side football (e.g. attracting players from 11-a-side but also encouraging small sided football players to feed back into the 11-a-side game).

## What timelines do I need to be aware of?

Applications for this fund will need to be submitted three weeks before the FA Funding Panel meets each quarter. No exceptions will be permitted, and you might be contacted following submission to provide further information to support your application.

All projects must be able to commence delivery within three months of being approved by the FA Funding Panel.

All projects must be completed within 12 months of the FA Funding Panel approval. At the completion of each project, it is a condition of receiving the fund that the applicant must complete a SSF Development Fund Monitoring & Evaluation report.

## The management of successful projects

All projects that are successfully approved by the FA Funding Panel will be overseen and directed by the SSF Development Fund Manager in cooperation with the applicant. This officer will work strategically with the applicant to successfully implement and deliver the project outcomes, and will be responsible for allocating the funding appropriately. The officer will be reliant on significant support from the applicant and any other external parties (e.g. County FA, sports development bodies etc) to deliver the day-to-day tasks associated with the project.

It should be noted that funding is only ever offered "In-Principle" to applicants. At any point in the project, the SSF Development Fund Manager could temporarily halt the Development Fund payments if the agreed project outcomes or objectives are not being delivered or appropriate support is not forthcoming from the applicant. In rare instances such as these, payments will be made to cover any appropriate and reasonable project costs that had been accrued up to the point in which the project was halted.

If a project is halted, the SSF Development Fund Manager will provide the reasons, rationale and evidence for such a decision to the FA Funding Panel at their next quarterly meeting. The Funding Panel may well request the attendance of the applicant at such a hearing. It is at the discretion of the Funding Panel if the project is permanently stopped or if it is to be recommenced.



## Fund Eligibility & Conditions

Outlined below are important considerations that we encourage you to look through prior to developing your application for the FA Small Sided Football Development Fund:

### Applicant Eligibility

1. All applicants must be an FA affiliated small sided football provider. All small sided teams and leagues that are organised by the applicant must be affiliated to The FA (this is at all locations across the country that the applicant runs small sided competitions, and not just in the area that the applicant is applying for funding).
2. The FA conducts random audits to verify that all small sided teams are appropriately affiliated to The FA. If any small sided provider is found not to be affiliated within these audits, they will not be eligible to apply for the FA Small Sided Football Development Fund for six months. If an unaffiliated provider currently has an approved funded project, it is at the discretion of the FA Funding Panel if this funding is ceased.
3. A small sided football provider is classified as an organisation or body that coordinates football in the following categories: 4v4, 5v5, 6v6, 7v7 and Futsal.
4. For small sided providers or organisations with less than 2000 teams (slots) playing at their sites collectively, only one funding application can be submitted for each funding round (i.e. one application each quarter).
5. For small sided providers or organisations with more than 2000 teams (slots) playing at their sites collectively, six funding applications can be submitted per year (a year is based on The FAs football season July to June).
6. The definitive number of teams (affiliation slots) used to gauge the number of funding applications an organisation can submit is determined by the number of teams (slots) appropriately affiliated to The FA. The FAs decision is final with regard to team numbers.
7. The applicant must have a registered company bank account. Personal bank accounts will not be permitted.

### Applications

8. The closing date for The FA to receive all applications will be three working weeks prior to the next FA Funding Panel meeting. If applications are not received by this deadline they will not be considered in this funding round.
9. The applicant should be aware that following the submission of an application The FA may need to contact them for any additional supporting information prior to the FA Funding Panel meeting.
10. For applications that have secured partnership funding to support their proposed project, formal letters of support from these partnership funding bodies must be submitted with the application.
11. Income generation from the proposed project cannot be classified as valid partnership funding.
12. Applications that are rejected by the FA Funding Panel have no rights to appeal the decision.
13. Applications that have been rejected by the FA Funding Panel may reapply in future funding rounds.

14. The FA will inform all applicants of the FA Funding Panel's decisions within two working weeks.
15. This fund will not support capital costs (e.g. building or infrastructure costs).
16. The FA Funding Panel can reduce the amount of funding requested from the applicant for a project if it is considered unnecessary or excessive.

### Successful Projects

17. Projects must be able to commence delivery within three months of being approved by the FA Funding Panel.
18. Projects must be completed within 12 months of FA Funding Panel approval.
19. Applicants must agree to complete the appropriate SSF Development Fund Monitoring and Evaluation report at the conclusion of the project.
20. All projects that are approved will be overseen and directed by the SSF Development Fund Manager in cooperation with the applicant. This officer will be responsible for allocating the funding appropriately but will be reliant on significant support from the applicant to deliver the project outcomes.
21. Funding is only ever offered "In-Principle" to applicants. At any point in the project, the SSF Development Fund Manager could temporarily halt the Development Fund payments if the agreed project outcomes or objectives are not being delivered or appropriate support is not forthcoming from the applicant. Payments will be made to cover any appropriate and reasonable project costs that had been accrued up to the point in which the project was halted.
22. If a project is halted, the SSF Development Fund Manager will provide the reasons and evidence for such a decision to the FA Funding Panel at their next quarterly meeting. The Funding Panel may well request the attendance of the applicant at such a hearing. It is at the discretion of the Funding Panel if the project is permanently stopped or if it is to be recommenced.
23. Partnership funding must be used in its entirety in delivering the project prior to FA SSF Development Fund monies being released.
24. At the end of the project if there are any remaining monies, it is at the sole discretion of the FA Funding Panel if the applicant is permitted to continue delivering or whether the money is given back to the Fund.
25. Projects that have been successful in attaining money from this Fund will not be permitted to reapply for further funding to support the continuation of the project.
26. The FA has the right to use any information associated with the project (e.g. monitoring & evaluation data, project plans and objectives, photographs and promotional material etc) in any way that it considers suitable.
27. This does not permit The FA to use any commercially sensitive information relating to the applicant that may have been accrued during the course of the project with any external partners.

# Small Sided Football Development Fund Application Form



## Applying to the FA Small Sided Development Fund

Before you start filling in this form make sure you have read the guide for applicants carefully.

For some questions we have a maximum number of words, to give you an idea of the amount of detail we need. You may well be able to answer these questions in fewer words than the maximum.

If you have any questions or communication needs please:

- call the Small Sided Football Fund Officer Simon Wright on 07949170416
- send us an email: [SSF-Fund@TheFA.com](mailto:SSF-Fund@TheFA.com)

## Submitting your application

We prefer to receive applications by email but we will also accept them by post.

When your application form is complete, email it to: [SSF-Fund@TheFA.com](mailto:SSF-Fund@TheFA.com)

Please put the name of your organisation in the subject field of your email. You will receive an automatic email from us confirming that we have received your application.

## Or send your application to:

Small-Sided Football Development Fund Officer  
The Football Association  
Wembley Stadium, Wembley, London, HA9 0WS  
Postal address: Wembley Stadium, PO Box 1966, London, SW1P 9EQ  
Please do not send any other documents or a covering note. If we need more information we will ask you for it during our assessment.



## SECTION 1: APPLICANT DETAILS

1.1) Name of applying organisation?	
1.2) Are you a Small Sided Football Provider? If No, please provide details.	
1.3) Are you affiliated to The FA or County FA?	
1.4) Please state your Affiliation Number	
1.5) Address of applicant	
1.6) Contact telephone number (daytime)	
1.7) Contact E-mail Address	
1.8) Clearly state the locations and addresses of all facilities / small sided football sites that will be involved in delivering this project	
1.9) What formats of Small Sided Football are you proposing to deliver through this project? (please tick all that apply)	4v4 <input type="checkbox"/> Futsal <input type="checkbox"/> 5v5 <input type="checkbox"/> Beach Soccer <input type="checkbox"/> 6v6 <input type="checkbox"/> Other <input type="checkbox"/> 7v7 <input type="checkbox"/>
1.10) If you ticked 'Other' please describe	

## SECTION 2: PROJECT PROPOSAL

2.1) What are the key aims and objectives of your project? (200 words)

2.2) What do you plan to deliver? (300 words)  
(Please provide an outline of the content of the project and how you plan to deliver it, including any strategies for making it a success)

2.3) Who will be your target audience and how will you reach them effectively? (150 words)

2.4) Will you be looking for support from or to link with any other organisation or agency in order to deliver your project outcomes? (If yes, then please describe)

2.5) Are there any risks that you can identify that potentially hinder the delivery of this project? If so, how do you propose to manage these risks?

2.6) What are the timelines for delivering this project?  
(Please provide start & end dates, along with any dates of key milestones or deliverable)

2.7) Is the success of this project dependent on starting in line with these dates above?

2.8) Have you an appointed project manager to oversee the delivery of this project?  
(If yes, please provide this individuals name and contact details)

### SECTION 3: PROJECT OUTCOMES

3.1) Please outline below the planned impact and outcomes this project will deliver  
 (This section will form the basis of what you'll be measured against if successful. So please be accurate in your assumptions.)

(Not every KPI listed below will necessarily be delivered through your project – so please complete those that are appropriate to your project. Also if you feel there are other KPIs that you wish to measure your projects performance against then please add these in)

Total number of men 16 – 35 yrs	
Total number of women 16 – 35 yrs	
Total number of men 35 yrs +	
Total number of women 35 yrs +	
Total number of 'new' adult male (16 yrs +) football players	
Total number of 'new' adult female (16 yrs +) football players	
Total number of adult male (16yrs +) disabled football players	
Total number of adult female (16yrs +) disabled football players	
Total number of adult male (16 yrs+) football player from BME background	
Total number of adult female (16 yrs+) football player from BME background	
Total number of 'new' adult male (16 yrs +) football teams	
Total number of 'new' adult female (16 yrs +) football teams	

3.2) How do you plan to monitor and evaluate this project?  
 (How will you accurately collect the data to indicate whether you have successfully delivered the above KPI outcomes?)



3.3) Which of the FA Small Sided Football Development Fund aims & objectives do you feel your project will achieve?  
(Please select all that apply)

1) Significantly increase adult (16yrs +) small sided football participation.

2) Attracting new adult players into football: participants who do not normally play any form of football.

3) Significantly enhances the quality and satisfaction of participants' football experience.

4) Encouraging adult football participation in female, disabled and BME (Black and Minority Ethnic) groups.

5) Projects that are unique or innovative in their approach.

6) Projects that look to create a two-way link with adult 11-a-side football (e.g. attracting players from 11-a-side but also encouraging small sided football players to feed back into the 11-a-side game).

3.4) How is this project innovative or different to programmes or initiatives that your organisation currently runs or has run in the past? (200 words)

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**SECTION 4: FINANCIAL INFORMATION**

4.1) Does your organisation have a bank account in your organisation's name?		No <input type="checkbox"/>
		Yes <input type="checkbox"/>
If yes, please give details of the bank or building society account into which we would pay the grant:	Account number:	
	Sort code:	
	Building society roll number (if appropriate):	
4.2) How much funding are you seeking from The FA Small Sided Development Fund?		
4.3) How much funding is your organisation contributing to this project?		
4.4) How much partnership funding have you secured for this project?		
4.5) What is the overall total project cost?		
4.6) Please indicate those organisations that are supporting this project through partnership funding and how much they are contributing		
4.7) Have you included 'Letters of Confirmation' with this application from these partner organisations confirming their project funding?		
4.8) How much do you intend to charge participants / players involved through this project?		
4.9) What is the projected amount of project income?		

4.10) Please provide an indicative outline of the forecasted areas of expenditure related to this project.

(This should be for the total project costs and not just how FA funding will be spent)