

Use of WOA development fund.

There is a WOA development fund which has come from funds that have been generated from the successful Croeso multi day events held every 4 years. The main part of this is as a result of British Orienteering refunding 50% of its standard levies - under an agreement with all the Summer Multi Day events (i.e. incl. biennial Scottish 6 day and Lakeland 5 as well as Croeso) – that was made many years ago. The expectation is that such funds generated would then be used to help with the development of orienteering in the region concerned.

Monies in the development fund may be used to support central initiatives as decided by the WOA Committee. For example in 2015 a WOA Volunteers Weekend was organised and paid for from this fund. In the main however the view of the WOA committee is that investment in Orienteering development in Wales is most likely to succeed if initiated, driven and managed from within the clubs. The monies in the WOA development fund are therefore best used to support the clubs in their development efforts. The purpose of this paper is to describe how clubs can apply for grants from the WOA development fund.

WOA has distinguished between two categories of development spend - 1) Types of spend that it routinely expects to provide match funding for and so wants to manage with minimum bureaucracy, and - 2) Types of spend that will not be routinely match funded, but which could be if part of an agreed specific development initiative. In either case, WOA will support by funding up to 50% having taken into account any external grant funding. By ensuring that clubs put some of their own money into any initiative, they are incentivised to ensure that it is spent well.

Development spend that WOA will routinely provide match funding for.

Volunteer support;

- Coaching Qualifications and CPD

- Mapping courses

- Planning courses

- Controlling courses

- Safety courses

- Meetings with third parties for development purposes

- Volunteer mapping – expenses entailed.

- Volunteer support of orienteering for third parties

Note for all the above it is expected that the club will fund 50%. So for example if a club agrees to fund a member to get a coaching qualification, WOA will fund 50%. And the club the other 50%. The assumption is that the club will only spend their money if they think that person is likely to use that qualification to help the club.

New Member Packs – e.g. materials, books etc. sent out to new members to give them more information about the sport.

Publicity - whilst it can be argued that flyers targeted at current Orienteers should be specifically excluded from this, that distinction could be quite difficult to make – a flyer advertising a series of events could equally be used to stick up around local leisure centres and to put out at other clubs events. For simplicity's sake, it is easiest just to class as a qualifying spend – especially given the sums likely to be involved.

Things like club sail banners can also be reasonably treated as publicity – so long as they actually have the words “orienteering” prominently on them.

Process - Once spend has been made, apply by email to the WOA development officer briefly describing the spend. They will confirm (or otherwise) that the spend fits within this category and request that the WOA treasurer make the appropriate payment.

In the first instance any club is limited to a maximum claim of £1,000 in the WOA financial year. This figure will be reviewed each year in the light of experience and the amount of available funds.

If there is some doubt as to whether a particular item of spend qualifies under the above category, advice can be obtained from the WOA development officer prior to making the spend.

Spend that will not be routinely match funded by WOA – but could be match funded if part of an agreed development initiative

The corollary of having a list of agreed up front development expenditure types, is that there is also a list of expenditure types which aren't routinely accepted as development spend - for example replenishing existing equipment. If clubs have an idea for a development initiative which requires this type of spend, then they can still bid for it – as part of a development initiative.

Equipment – incl. SI Kit, Computers, Printers etc.

Software - Ocad, planning software etc. Whilst it can be argued that as these are to be used by volunteers - to produce maps for example – and should they just be treated as expenses, for these purposes it has been agreed to treat them as akin to equipment.

Professional Mapping ,

Paying Coaches / Organisers / planners etc. to deliver introductory events. Schools Orienteering, Scouts orienteering, WI groups etc. Potentially the big one, and one which could see most significant impact with the right people involved.

Development / Maintenance of Permanent Orienteering Courses

Costs associated with members attending competitions and /or training camps. In the past some clubs have classified this type of individual development as under the general “development” heading. Whilst supporting members financially with this – both by WOA and clubs – may be appropriate it would best fit under a “performance” heading.

Process - If a club has a new development initiative which requires spend like the above (or indeed other types of spend), they should submit an application to the WOA Development Officer. Three simple headings - 1) What they would like to do. 2) What they will need to spend money on and how much. 3) Why they think it will result in a sustainable increase in membership and/or participation. They are encouraged also to seek external grant funding for the initiative – for example from their local Sports Wales Community Chest. Most of the wording they will need to include for Sports Wales, can simply be copied for the WOA Application. A WOA sub committee made up of the WOA Development Officer, WOA Treasurer and another WOA committee member will review the initiative with a view to considering whether it is a good investment, which stands a reasonable chance of resulting in a sustainable increase in membership and/or participation.

There is no particular timescale for such bids. They can be made at any time, and will be reviewed in the light of available funds at that time. However these bids should not be speculative. There needs to be a reasonable level of confidence that a proposed initiative will actually occur if the funding is made available. The expectation is that the WOA subcommittee would respond on the bid within a month.