

CSSC's Physical Activity Fund Terms & Conditions

What is it?

The Physical Activity Fund is an initiative that is available to CSSC members who would like to trial a new physical activity, either in their workplace or local area. Activities can be funded for up to 8 weeks to encourage interest, then the intention is for the activity to become self-funded once the funding has been utilised. You may only apply once per year for funding. The person applying/organising the funding must be a CSSC member.

What can the funding be used for?

The funding is mainly used to purchase equipment, hire facilities and/or hire an instructor for a one off or ongoing activity for up to 8 weeks. The activity must benefit CSSC members but can also benefit prospective members.

What can't the funding be used for?

- The Physical Activity Fund can't fund children's activities, only over 18's.
- We can't organise funding for existing activities that are already up and running, only new initiatives.
- CSSC can't purchase electrical equipment or clothing.

What type of activities are eligible?

Any activities that are physical and get people actively moving are accepted. For instance we have successfully funded exercises classes previously such as Tai Chi, Yoga, Pilates and Circuit classes, to five a side football, badminton and table tennis. But by far the most popular activity would be lunchtime exercise classes in the workplace. [Here](#) are success stories from previous successful applications.

Does it have to involve only CSSC members?

The activity does not have to be for CSSC members only but must include some members, non-members can take part too. One condition of the fund is that non-members are charged more than members to take part in the activity. As CSSC is a member based non for profit organisation, there needs to be a clear benefit of being a CSSC member when taking part.

How do I apply?

To apply for the Physical Activity Fund you need to fill in a simple application form, which can be found via the link <https://www.cssc.co.uk/subsidies/physical-activity-fund/>

Once you have filled in an application form, send it to myactive@cssc.co.uk An email will be sent to confirm that your application has been received. The funding panel will then meet to review your application and will decide how much funding to give.

Who makes the decision?

The Physical Activity Funding Panel will meet within 1-2 weeks of receiving the application to make a decision. If you have any further questions or would like more information please do not hesitate to get in contact with myactive@cssc.co.uk or 01494 888413.

How is the funding received?

If it's a venue or instructor that requires payment, funds are paid directly to the instructor/venue on receipt of an invoice. If equipment is needed then we can organise payment for this and for it to be delivered to you, alternatively you may purchase the equipment needed and CSSC will reimburse you.

How long does the process take?

Once we are in receipt of your application, the panel will meet within 1-2 weeks to make a decision after this time we will contact you to inform you of our decision. If you are successful you will receive the funding agreement to sign, along with a health and safety checklist and we ask for a copy of the instructor's Public Liability Insurance Cert (if applicable). Once we have received these back from yourselves along with the venue or instructor's invoice or equipment list we can organise payment. Therefore, how long the process takes is entirely up to you!

What do you need from me?

In return for receiving funding we ask that you sign and return the above mentioned paperwork as soon as possible after the funding has been offered. Once the activity has been completed or after the first 6-8 weeks you will need to forward a completed attendance report so that we can see the participation figures for CSSC members and non-members.

Agree to assist in facilitating a CSSC membership recruitment visit by CSSC's Sales Team.

Agree to hand out CSSC information to non-members and members attending the activity to encourage new CSSC members to join. You will be eligible to receive £10 cashback for each new member you introduce to CSSC through CSSC's 'Member Get Member' scheme.