

ACTIVE WELLBEING FUND – GUIDANCE DOCUMENT

PURPOSE

The aim of the Active Wellbeing Fund is to support institutions deliver projects to improve the wellbeing of the students and staff within their institution, through specific delivery to tackle inequalities which may exist. Projects will have a focus on strengthening the connections between physical activity and wellbeing so students can feel the benefits of an active life. The projects will be designed to engage targeted audiences via a place-based approach, with a focus on specific outcomes. The project plan will need to be supported by a needs analysis and impact approach for clear outcomes associated to the delivery.

CRITERIA

This funding pot is only open to English institutions due to the funding being received from Sport England. The funding will be broken down over an 18-month period, starting from January 2024. Each project will need to be designed via a place-based approach, with the specific of the target audience, delivery approach and sustainability model being designed for your institution. The funding cannot be used to pay towards staff salary costs, but can be used for any of the following purposes:

- Facility hire
- Workforce development
- Marketing and promotional materials
- Technological provider (e.g., Playwaze)
- Kit and equipment
- Support paying student activators or student interns
- Support paying field experts

PROJECT PROPOSAL

Please ensure that your project proposal includes the following areas:

- Project Aims – what do you hope to achieve?
- Project Rationale – why is this project needed?
- Impact – how will you measure the impact of your project?
- Funding Required – specific to your project plan, no minimum amount but with a maximum of £5,000 over 18 months of delivery.
- Project Budget – what will the funding be spent on? Financial structure over the 18-months of the project?

- Project Timeline – what are the key milestones and when will they happen?
- Partner Support – Will there be support from internal or external partners? Evidence to support partnership.
- Demonstrate across the seven assessment pillars for development projects.

ASSESSMENT

Your application will be assessed across seven pillars, please ensure you have considered the following:

1. Student Centered.

- Can any aspects of this project be student led?
- How can you ensure that student opportunities are available for all and how will you recruit?
- Is the project providing new opportunities for students to participate or lead in Active Wellbeing?
- Can the project support your students with new experiences and/or qualifications?

2. Equality and Diversity.

- How will you make sure the marketing tools will be inclusive, representing the demographics of your students and project audiences?
- Are there any societies, faculties, or partners that you could collaborate with to deliver your project?

3. Data and Insight.

- Do you have institution specific data/insight to support the demand and direction of the project?
- Are you able to collect and share data relevant to the Sport England data capture? (Age, gender, physical activity levels, out of term postcode).
- In addition to the quantitative data capture, what further data/insight can you collate to measure the impact of your project?

4. Planning

- Have you created a project timeline, with key events and milestones?
- How will you measure the impact of your project?
- Do you have match funding available to support the project (financial or in-kind)?

5. Innovation

- Does your project provide a new opportunity or is it built on a current provision?
- Are you able to share a needs analysis to justify the reason for your project?

6. Partnerships

- Are there any societies, faculties, external partnerships which could be developed to support the delivery aims of your project?
- Are there any other local institutions looking to achieve similar project aims?
- Would you be willing to share your project with other institutions at network events?

7. Sustainability.

- How will this project be funded/become self-sufficient for the academic year 2025-26?
- How can you use the partnerships developed to support long-term delivery of the project?
- How will you look to utilise the learnings from this project to support further delivery opportunities?
- Will you look to increase your workforce capacity during the project to help sustain the project?
- If you have previously received BUCS Active funding, how have you sustained the delivery post funding?

SUBMISSION DEADLINES AND FORMAT

The deadline for submission is 1pm on Monday 4 December.

Institutions are to use the application form provided but are more than welcome to add supporting information in formats best suited to the project.

ASSESSMENT WINDOW

Monday 4 December to Friday 8 December.

All institutions will be notified of the outcome of their submission the week commencing 11 December.

PROJECT DELIVERY TIMELINE

Funding to support the projects will commence in January 2024 and run until the end of the academic year 2024-25. Projects do not have to be delivered across the whole 18-month timeframe; however sustained project outcomes are a minimum requirement.

MONITORING AND EVALUATION

There will be a structured reporting process to review progress throughout the project. We are keen for the successful projects to be reported on beyond the headline qualitative data and based on your application detailing impact, the reporting process will be detailed accordingly. BUCS would recommend a range of approaches, from data to impact measures, to individual case studies. BUCS would also like to develop a series of case study profiles across the 18-month period and would work with you to deliver these.

ACTIVE WELLBEING NETWORK

BUCS are looking to deliver an Active Wellbeing Network, with a series of touch points across the year, with the Network Day event taking place in April 2024. We would also like successful projects to support sharing updates at their Regional Meetings.

FREQUENTLY ASKED QUESTIONS

Q – Is this funding in addition to or replacing BUCS Active Funding?

A – *This funding is replacing the previous BUCS Active Funding model, to align with the new BUCS Strategy and built based on member feedback.*

Q – Do projects have to be delivered against the three previous interventions of BUCS Active?

A – *No, the project should be focused on key outcomes specific to the institution.*

Q – Is this funding only open to English institutions?

A – *Unfortunately, as the funding is provided by Sport England it is only open to English institutions. BUCS are keen to support wider Home Nation delivery, so please contact BUCS to discuss further.*

Q – What are the KPI's for the project?

A – *These are specific to each institution, based on their need and target audience(s).*

Q – Is the funding a set amount or on a sliding scale?

A – *Funding allocations will be based on individual project plans and will be reviewed throughout the delivery period. There is not a minimum funding allocation, but a maximum of £5,000 split across the 18-month period.*

Q – Does the project have to be new?

A – *No it can build on a current provision for a new audience, but detailing why the funding is required to drive further delivery will be imperative.*

Q – Can we apply for multiple projects?

A – *No, however you can deliver on more than one outcome within a single project. Applications will not be judged on if they deliver more outcomes, but on the impact of the project.*

Q – Can we partner with another institution to deliver the project?

A – *Yes, joint applications will be accepted.*

If you have any additional questions that have not been answered within this document, please email [Sean Harris](#), Active Wellbeing Manager.