



Hertfordshire County Netball Association

Grow the Game in Hertfordshire — Request for Proposals (RFP)

HCNA is inviting proposals for initiatives that grow netball across Hertfordshire county — more people playing, better player development, better facilities and new programmes, from beginner to performance. We have funding available and want to back ambitious, practical ideas that we can trial locally and, where they work, grow further.

At a glance

What we're funding	Initiatives that grow participation, player development, facilities or new programmes for netball in Hertfordshire, at any level from beginner to performance.
Funding available	Up to £6,000 per initiative.
Funding model	Preference for a Phased approach: a Phase 1 trial, with the option of Phase 2 follow-on funding if the trial succeeds. Successful ideas may also be supported to scale into the East region or nationally.
Who can apply	Hertfordshire affiliated clubs, individuals leading a netball project in Hertfordshire, Hertfordshire schools/colleges, Hertfordshire leagues, and Hertfordshire community organisations working with an affiliated club (see Section 4). Only not-for-profit organizations can apply for the funding.
How to apply	Complete the Proposal Form (Appendix A) and email it, with any supporting documents, to hertsnetballtreasurer@gmail.com .
Decision	Applicants notified within 8 weeks of submission
Questions	Email the Treasurer (Chris Newton-Smith) at hertsnetballtreasurer@gmail.com .
Timeline	This is an RFP without a specific deadline. It will continue to accept proposals for as long as HCNA keeps the RFP active.

1. Purpose and background

HCNA reinvests into the grassroots game. Alongside our Financial Support policy (which offers grants and hardship support of up to £1,000), we are opening a larger fund to back initiatives that grow netball across Hertfordshire county.

We want to hear ambitious ideas that could meaningfully increase the number of people playing netball in Hertfordshire and improve the quality of their experience.

We are open to two things in particular:

- **Trial then grow.** Proposals that test a new approach, with the option of further funding to build on it if the trial works.
- **Local then wider.** Ideas that can be trialled in Hertfordshire and, if successful, expanded across the East region or nationally, so a good idea developed here can benefit netball beyond the county.

This RFP sits alongside our Financial Support policy, our Grant & Mentoring Scheme for coaches, and our Officials Grant Scheme for umpires. If your idea is a small equipment or project request under £1,000, the standard Grant route may be quicker.

2. What we're looking for

We want practical initiatives with a focus on growing the game. Your proposal does not have to fit neatly into one theme.

Priority themes

- **Growing participation and new audiences**
- **Retaining and developing existing players**
- **Player development and pathway**
- **Facilities and access**
- **New programmes and formats**

3. How much, and how the funding works

- **Maximum per initiative:** up to **£6,000** in total across both phases.
- **Phase 1 (trial):** a first award to test the approach — suggested up to £3,000. This is where most proposals should start.
- **Phase 2 (build on success):** a follow-on award of up to the balance of the £6,000 cap, released only if Phase 1 meets agreed success measures and subject to a short review. Phase 2 is not guaranteed, and you should set it out in your proposal as an option.

What we will fund

Equipment, coaching and delivery costs, facility/court hire, programme and event costs, promotion and marketing of the initiative, workforce training tied to delivery, and reasonable coordination costs.

What we won't fund

- Costs already incurred before the date of application.
- Activity that mainly benefits one person privately with no wider netball purpose.
- Activity that does not comply with England Netball rules, safeguarding or insurance requirements.
- Ongoing core running costs with no growth outcome, or activity that simply substitutes for funding you already have.

4. Who can apply

We welcome proposals from:

- **Affiliated clubs in Hertfordshire**

- **Individuals leading a project** that benefits netball in the county (not solely themselves), who are affiliated to England Netball and to HCNA and reside in, or play/attend school in, Hertfordshire.
- **Schools, colleges and leagues** in Hertfordshire delivering or partnering on netball activity.
- **Community organisations** in Hertfordshire

Partnerships between two or more organisations are welcome. Please name a lead applicant who will hold the funding and be accountable for delivery and reporting. Note that only not-for-profit organizations can apply for the funding.

5. Trialling, scaling and legacy

We are especially interested in initiatives that can grow beyond their first year. In your proposal, tell us how the idea could scale if the trial succeeds:

- **Within Hertfordshire** — more clubs, venues, age groups or participants across the county.
- **Into the East region** — where HCNA could share the model and outcomes with East Region Netball and neighbouring counties.
- **Nationally** — where the approach could inform England Netball programmes or be adopted elsewhere.

As a condition of funding, we ask successful applicants to share what they learn — what worked, what didn't, and the numbers behind it. HCNA may use anonymised results, materials and templates from funded initiatives to help other clubs and counties. We will agree this with you and credit you.

6. How to apply

Complete the Proposal Form at Appendix A and email it to hertsnetballtreasurer@gmail.com, together with any quotes, letters of support or supporting documents.

Format and limits

- Answer the questions in the form. Indicative limits: initiative summary up to 300 words; each supporting answer up to 250 words. Keep it clear and practical rather than polished.
- Include a simple budget breakdown and, where relevant, quotes or estimates for the main costs.
- If you are proposing a phased initiative, set out Phase 1 in full and sketch what Phase 2 could look like.

Questions and clarifications

If anything is unclear, email the Treasurer (Chris Newton-Smith). Where a question is relevant to all applicants, we may share the question and answer (without identifying you) with everyone who has registered interest.

The Treasurer is available to work with you on developing a proposal by providing feedback, discussing questions or concerns, or by contacting you with other resources to help.

7. How proposals will be assessed

The HCNA Committee will assess proposals against the criteria above. Conflicts of interest are declared and recorded at the start of the meeting.

Decision criteria includes – fit with the objective, participation & impact, inclusion & accessibility, deliverability & value for money, sustainability & scalability, and evaluation & learning.

Threshold. All proposals must also meet England Netball's safeguarding, insurance and eligibility requirements; proposals that fail to meet these are not funded regardless of score.

8. If your proposal is successful

- **Grant agreement.** We will confirm the award, the agreed activities, success measures and any conditions in a short funding agreement or letter.

- **Payments.** Made by bank transfer in line with HCNA's Financial Controls Policy. Phase 1 is typically paid on award (or in instalments for larger amounts); Phase 2 is released only after a satisfactory Phase 1 review. Where practical, HCNA will pay suppliers directly.
- **Reporting.** Within three months of completing Phase 1 (and again after Phase 2), send the Treasurer a short report: what you did, how many netballers benefited against your targets, what you learned, and copies of receipts or invoices. A photo or quote for HCNA communications is welcome but not required.
- **Unused funds.** Funds not used for the approved purpose must be returned. Non-compliance may affect future eligibility.
- **Recognition.** Please acknowledge HCNA's support in publicity for the initiative.

9. Safeguarding, data and governance

All funded activity must comply with England Netball's safeguarding, equality, insurance and health and safety policies.

This RFP is consistent with the principles of Tier 1 of Sport England's Code for Sports Governance and the England Netball Region and County Governance Toolkit, and with HCNA's Financial Support policy. It is issued and overseen by the HCNA Committee.

Appendix A — Proposal Form

Please complete and email to hertsnetballtreasurer@gmail.com. Read the RFP first. Keep answers clear and practical — you do not need to fill every box if a question does not apply.

Your details

Applicant type <i>Club / Individual / School or college / League / Community organisation / Partnership</i>	
Name of lead applicant	
England Netball affiliation no. <i>If applicable</i>	
Hertfordshire club / school <i>Individuals only</i>	
Partner organisation(s) <i>If a partnership — name all partners</i>	
Contact name and role	
Email	
Phone	

1. Initiative summary

In up to 300 words, describe your initiative: what it is, who it's for, and how it grows netball in Hertfordshire.

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2. The opportunity

What need or gap does this address? Why now? (up to 250 words)

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3. What you'll do — Phase 1 (trial)

Set out your Phase 1 activities, timescales and who will deliver them. (up to 250 words)

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4. Reach and impact

Who benefits, and how many netballers? Give target numbers (e.g. new participants, sessions, players retained) and how you'll measure them. (up to 250 words)

5. Phase 2 — building on success (optional)

If the trial works, what could Phase 2 look like, and how could the idea scale within Hertfordshire, across the East region, or nationally? (up to 250 words)

6. Sustainability

How will the benefit continue after HCNA funding ends? (up to 150 words)

7. Budget

Phase 1 budget breakdown. Attach quotes or estimates for the main items where you can.

Item	Cost (£)
Total	

Total amount requested — Phase 1 (£)	
Indicative Phase 2 amount, if applicable (£)	
Match funding offered (£) <i>If any</i>	
Source of match funding	

9. Safeguarding and compliance

Confirm how the activity will meet England Netball's safeguarding, insurance and health & safety requirements. (up to 150 words)

Supporting documents

Please attach any relevant quotes, letters of support, or other supporting documents to your email.

Declaration

I confirm that the information provided is accurate, that any funds will be used solely for the purpose described, and that I will provide a short report and evidence of expenditure within three months of completing each funded phase. I confirm that the applicant meets the eligibility criteria in the RFP and will comply with England Netball's safeguarding, insurance and governance requirements.

Signed (typed name)	
Role / capacity	
Date	

If the applicant is under 18, a parent or guardian must also sign:

Parent / guardian name	
Signed (typed name)	
Date	