

Higher Education Volleyball Officer (HEVO) Programme 2024-25

Service Level Agreement

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<p>The purpose of this Service Level Agreement (SLA) is to agree between the contributing parties.</p> <ul style="list-style-type: none"> • The appropriate use of the £200 (returning university) or £300 (new university and not part of the programme within the past 3 years) recreational volleyball grant from Volleyball England to the nominated higher education volleyball institution. • The areas of joint working in the promotion and development of volleyball and the roles and responsibilities within these agreed areas.

Period of delivery for services agreed
<p>The HEVO programme is funded through Volleyball England and Sport England. An annual service level agreement signed by both parties must be completed before any transfer of monies.</p> <p>This SLA is for the period for delivery of services from September 2024 to May 2025.</p>

Description of Services	
Service	Details
Appointment of a voluntary Higher Education Volleyball Officer (HEVO)	<p>The University:</p> <ul style="list-style-type: none"> • To be in partnership with Volleyball England and to appoint a student as a HEVO in line with university sport recruitment/elections. • During the term of this Service Level Agreement, we must maintain appropriate and adequate insurance which covers such liabilities as may arise in the delivery of this programme. Insurance will be obtained through affiliation to Volleyball England via VolleyZone. • To complete the university application form and to support the student to complete the student application form. • Volleyball England will require the HEVO to deliver agreed targets (as set in SLA via the application form), including meeting the key performance indicators and reporting participation figures at the end of each term set out below in HEVO programme targets.

	<p>With regards to the appointment and hosting of the HEVO, the parties agree to the services as outlined below.</p>
<p>Support</p>	<p>Volleyball England</p> <ul style="list-style-type: none"> • Volleyball England agrees to provide appointment and employability support services, mentoring support, and access to training. <p>The University</p> <ul style="list-style-type: none"> • We agree to host the HEVO providing suitable facility usage and support the establishment of the weekly recreational sessions, at least one mass participation event, marketing, and upskilling students. • We agree to support the HEVO in compiling reporting participation figures and to send them to Volleyball England. • We agree to maintain consistent communication with Volleyball England and keep them updated throughout the academic year.
<p>Financial Agreement</p>	<p>The contributing parties shall make the following financial contributions towards the costs of deploying the HEVO:</p> <p>Volleyball England:</p> <ul style="list-style-type: none"> • £200 (returning university) or £300 (new university) for recreational volleyball development allocated to the activities below: This funding will be split across the year with receiving £100 at the start of the programme, and the rest of it after Volleyball England have received the completed term 2 report. If for any reason, the university fails to run sessions/ stops halfway through, Volleyball England can ask for the equivalent funding to be returned. • £150 in kind funding will be made available to each HEVO University to fund either two Grade 4 referee course places or a £150 subsidy of the Volleyball England Assistant Coach Award. • To make the process easier payment will be made via BACS from Volleyball England to the University. <p>The University:</p> <ul style="list-style-type: none"> • £125 or £225 of the grant must be spent on continuing the development of volleyball to support the University towards increased participation – with a key focus on growing participant numbers at a recreational level. (Further information can found in HEVO programme funding guidelines at the bottom of this document) • £75 of the grant should be used towards delivering a mass participation volleyball event. (Further information can found in HEVO programme funding guidelines at the bottom of this document) • The university will ensure the grant is spent appropriately and in line with this service level agreement. • The university must ensure that bank details shared are accurate and are of the university rather than any personal bank accounts.

Core HEVO Programme Targets	
Reporting	Target
Total number of recreational sessions held each term.	X session per week during term time.
Total number of recreational participants attending volleyball sessions each term.	x students playing weekly recreational volleyball during term time.
Total number of <u>new</u> participants attending recreational volleyball sessions each term.	x new participants
The HEVO will be asked to deliver one mass participation volleyball festival - supported by the university's volleyball club.	Deliver one tournament, mass participation, or inclusion event per year
Total number of people who attended a mass participation volleyball festival.	x students attending a mass participation festival.
Submit reports by the agreed deadlines	Term 1 – 6 th December 2024 Term 2 – 7 th March 2025 Term 3 – 23 rd May 2025
Work alongside Sport Development Lead at the university to upskill 2 students as Grade 4 referees.	2 x Student Grade 4 Referees or 1 Assistant Coach coaching Qualification

Core HEVO programme funding guidelines			
	Weekly HEVO Recreational Sessions	Mass Participation festival	Funding not permitted to be spent on
Description	The university will be awarded £125/ £225 to help the university increase volleyball participation through successfully developing a recreational offer and improving the club.	The university will be awarded £75 to help the university to deliver a tournament, mass participation and/ or inclusive event (please note this can be linked up with other sports festivals, university events or fresher's week). The table outlines what the grant can and cannot be spent on; however, this is by no means an exhaustive list.	<ul style="list-style-type: none"> - Kit - BUCS entries - Student cup entries - Transport - Accommodation - Funding towards sports other than volleyball - Alcohol

Permitted examples of funding spend	<ul style="list-style-type: none"> - Coaching - Court Hire - Equipment - 'Come & Try' sessions - Club marketing - Local competition entries 	<ul style="list-style-type: none"> - Marketing - Court Hire - Equipment (i.e., glow in the dark items) - Food/refreshments - Making it innovative, fresh, and fun - Transport - Marquee - Court markings 	
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