

Higher Education Volleyball Officer (HEVO) Programme 2023-24

Service Level Agreement

Service Level Agreement

The purpose of this Service Level Agreement (SLA) is to agree between the contributing parties.

- The appropriate use of the £150 (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

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.

This SLA is for the period for delivery of services September 2023 to May 2024.

Description of Services

| Service | Details |
|---|---|
| Appointment of a voluntary Higher Education Volleyball Officer (HEVO) | <ul style="list-style-type: none"> • To be in partnership with Volleyball England, agrees to appoint a student as a HEVO. • 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. • Volleyball England will require the HEVO to deliver agreed targets (as set in SLA), including meeting the key performance indicators and reporting participation figures at the end of each term set out below in HEVO programme targets. |
| Support | <ul style="list-style-type: none"> • With regards to the appointment and hosting of the HEVO, the parties agree to the services as outlined below. • Volleyball England agrees to provide appointment and employability support services, mentoring support and access to training. |

| | |
|---|---|
| | <ul style="list-style-type: none"> We (The University) agree to host the HEVO providing suitable facility usage and support the establishment of the recreational session, marketing, upskilling students and reporting participation figures. |
| <p style="text-align: center;">Financial Agreement</p> | <p>The contributing parties shall make the following financial contributions towards the costs of deploying the HEVO</p> <ul style="list-style-type: none"> Volleyball England - £150 (returning university) or £300 (new university) for recreational volleyball development allocated to the activities below: <ul style="list-style-type: none"> - £100 or £250 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) - £50 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) We (The University) will ensure the grant is spent appropriately and in line with this service level agreement. To make the process easier payment will be made via BACS from Volleyball England to the University. £140 in kind funding will be made available to each HEVO University to fund either two Grade 4 referee course places or a £140 subsidy of the Volleyball England Assistant Coach Award. |

| 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 universities volleyball club. | Deliver one mass participation volleyball festival 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 – 8th December 2023 Term 2 – 8th March 2024 Term 3 – 24th May 2024 |
| 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 £100 to help the university increase volleyball participation through successfully developing a recreational offer and improving the club | The university will be awarded £50 to help the university to deliver a mass participation volleyball festival (please note this can be linked up with other sports festivals, university events or fresher's week). The table below 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 | |