**Process Document**

**Step 1.**Club signs up to PitchPower which is an online tool allowing clubs to complete their own inspections & access funds directly from your mobile. This will need to be done for EACH of the pitches you want funding for, BEFORE you can apply for any funding. **See link:** [**https://footballfoundation.org.uk/pitchpower**](https://footballfoundation.org.uk/pitchpower)

The Football Foundation (FF) provide grants that help with the purchase of new and previously owned pitch maintenance equipment recommended via your PitchPower Assessment Report in order to help improve the quality of your pitch. You may be eligible to apply to the Football Foundation for pitch maintenance IF the PitchPower Assessment Report recommends that investment is required to improve the pitches condition.

**TOP TIP: Drop the LFA Facilities Team team an email before you apply to ensure you’re on the right track or if you are unsure.**

Your PitchPower report (a requirement of the grant) will provide you with a Performance Quality Standard (PQS) per pitch and analysis of your current equipment, which will help justify if there is a need for additional machinery. You will also be provided with a list of maintenance recommendations which you'll need to carry out as part of your grant award.

Should your report state you require additional machinery to improve the pitches, you can then proceed to gather the below information before application.

**Documents required on application**

* **PitchPower Assessment Report evidencing the equipment need**
* **Minimum of two, like-for-like quotations for each item of equipment from different suppliers**
* **Evidence of partnership funding (*e.g. Proof of Club Bank Account*)**
* **Photos of where equipment will be safely secured**
* **If previously owned machinery is being purchased, 12months warranty from reputable dealer required**

**You can apply for a maximum grant of £25,000. Grants cannot exceed 75% of the total project costs.**

**Step 2.**

Once your application and all above supporting documents are submitted, you’ll receive a confirmation email from the FF. Your application will be assessed by their Grant Management Team who will contact you to discuss your application should they have any queries. Assessment typically up to 6 weeks.

You will then receive an email notification that your decision letter is available for download via your Football Foundation account.

**NO SERVICES, EQUIPMENT OR PRODUCTS SHOULD NOT BE PURCHASED UNTIL THE GRANT TERMS & CONDITIONS HAVE BEEN ACCEPTED & YOU’VE RECEIVED FURTHER INSTRUCTION FROM THE FF.**

**THE FOOTBALL FOUNDATION WILL NOT FUND PROJECTS RETROSPECTIVELY.**

**PITCHPOWER SELF-ASSESSEMENT**

Once you have submitted your PitchPower Assessment, the GMA will complete the PitchPower Reports once you have submitted your PitchPower Assessment. They will offer practical and realistic advice on pitch maintenance based on a club’s budget, level of expertise, access to equipment and time available. Every participant will receive a summary report containing recommendations of how to progress the site’s maintenance programme.

**TOP TIP: If you can obtain a ‘soil sampler’, to conduct your test it’s very such worth the small outlay. A spade will however suffice as directed on the PitchPower App. If you are unsure, please drop us an email. It’s also important you get as close to the soil sample as possible when taking your photos.**

**FUNDING GUIDANCE**

PitchPower reports may, where recommended, identify areas of need for further investment or further agronomy applications.

Where this is the case, we will support you to use the report as the basis for funding applications.

**TOP TIP: Once you have an idea of what you could support or apply for, don’t forget to consider this is as a Key Project at your club, it will need support and match funding, remember your pitches are the biggest asset!**

**EDUCATION & TRAINING**

To widen the benefit of the program we will also be delivering a series of interactive workshops where grounds people and club officials will be able to gain more information on a wide range of areas as well as share ideas through a mixture of practical and theory -based content.

**TOP TIP: Make yourself a member asap of the GMA and access their benefits to help you get the most out of your pitches.**

<https://www.thegma.org.uk/membership>

**The programme will consist of the following 3 main areas:**

**Please visit the following link for more information surrounding Small Grants.**

[**https://footballfoundation.org.uk/your-guide-to-small-grants**](https://footballfoundation.org.uk/your-guide-to-small-grants)

***Other projects (as below) can also be accessed via the Football Foundation Small Grants Fund.***

* Replacing or buying new goalposts
* Installing fencing
* Refurbishing or carrying out essential works to your changing rooms or clubhouse
* Storage containers
* Mobile Floodlighting etc.

If your requested item is not listed, please contact us first to see if it would be eligible.