

Project Brief



*The Project Brief is the **first** thing to do. It should be completed before **any** activity of any sort takes place. This is because the Brief is the document that subject to authorisation triggers the development of the Business Case.*

Project Name	Milford On The Map
Project Manager	Anthony Eckford
Document Author (if different from Project Manager)	
Organisation Name	South Milford Football Club

Benefit

Why would the community benefit from this project? Is there clear evidence of need for this project- detail any consultation, statistics or reports that back up for project brief.

Simply put South Milford FC has no facilities.

By developing the club, the community will be given the opportunity to participate in sporting and social events held by the club. This will benefit all age groups right through to seniors with walking football.

We have attracted an open age team to play at our club for next season but need facilities for them to change in if this is to take place. These facilities will ensure that not only a wide age group a football teams can enjoy the game, but will encourage our local fitness instructor Rich PT to continue using our land for his classes which has already brought an awareness of the playing fields.

The community is expanding at a massive rate now and all children go to Sherburn White Rose FC or Monk Fryston FC. The goal is to ensure that South Milford keeps its local children within its own community and encourage the wider community to use us. The surrounding football clubs have an overload of players and the children don't get game time every week.

This opportunity is massive and needs to be acted upon.

Details of the Project

Please list the details of your project

Changing rooms with showers toilets and electric, 'T' room and pitch drainage. Nearly full size evening training facility.

With the current weather and the history of our football seasons, we must ensure that the pitch areas are playable.

This current weather has meant like most clubs that the pitch has been unusable. This hasn't been just this season this has been an annual concern. The pitch has minimal drainage but isn't fit for purpose. We have had the pitch spliced and aerated but this has had no impact.

Project Objectives

What will the project deliver, or what changes will it bring about and how are these linked to the CEF's Community development plan (CDP) for the area?

This project will ensure that South Milford FC has the facilities to entice a variety of all age groups to come and enjoy not just football but health and well being with Rich PT's classes.

Since May 2019 we have changed our club considerably and aim to prosper and grow to become a hub in our community for more than just footballing social events.

We aim to bring in football teams from 6 years old right through to open age, including walking football. We will approach our local schools and have an open day for the reception classes to join our club each year. To support this we will be using Primary Influence a local company that provide relevant coaching staff for all age groups. This will encourage local parents to coach and SMFC will put them through their FA Level 1.

We will have our local fitness instructor delivering classes throughout the summer period on our land. Every summer we will hold a football tournament, which we have not been able to do before, and every year hold a community festival, e.g. scarecrow hunt. This will ensure that our facilities and what we are delivering is kept in the forefront of our community's minds.

This all ties in with the Health and Wellbeing of our community and ensures that people are getting involved.

Benefits

Outline any key financial or non-financial benefits the project will deliver and how this will impact the community.

We currently have a half size floodlit training facility that our 2 teams use to save £35 per week. LUFC under 9's grass roots Girls use our facility on a Wednesday evening, which brings in £30 a session.

The aim is to hire the facility out to more clubs and teams to generate an income. This is a really lucrative opportunity. Rich PT uses the current facility at £10 a session and if we had more facilities would entice a larger cross section of people. His classes could train, have a shower, and then enjoy the 'T' room and surroundings on good days.

The key to this project is to promote the facilities, which in turn will generate monies to put back into the club.

Project Approach / Delivery Options

Outline any initial ideas for how the project might be delivered including external delivery, consultants, governance arrangements etc.

We have a quote for £20000 for the facility this will take approx. 3 months to complete. We require planning which has gone in today. If this takes 6 weeks then by the end of January 2020 we can apply for funding from FA Foundation up to £25000. We also have a village fund raising campaign going live via our website, www.southmilfordfc.co.uk early January.

Depending on where we get to with the funding we can revert to a £12000 option of facility. This is a T room and toilets. We can then add on at a later date the larger changing facilities. We can apply for utility connections when we have the extra funding. Although this is not ideal, plan B is in place.

All utilities have been contacted; we have the workforce ready to do all the groundwork when the facilities are in place.

We can leave pitch drainage until we have further funds if necessary.

Project Timescales (Milestones)

Outline the overall timescale for project completion and include delivery phases together with milestone dates and funding deadlines, if appropriate. Your knowledge may be based on assumptions at this stage.

We aim to have our facilities by September 2020, the beginning of next season. ABC Solutions can build our bespoke changing rooms and 'T' rooms by April/May 2020. The training facility will be usable by the beginning of the season once the grass seed has taken and is established.

Utilities – Electric will be in once we accept the quote already given in 6 weeks from acceptance. Water – Can be in by end of April. Awaiting quote. Sewage connection end of April.

Our season finishes at the end of February 2020 and this is when the new drainage will be put in, this will give the ground plenty of time to recover for the beginning of the 2020 season.

Project Resources (people and money)

These will be indicative at this early stage. However, on the basis of what you expect the project to look like, indicate your estimates together with the assumptions made in making the calculations.

- **Costs –**

Pitch Drainage - £5950 approx	
ABC Solutions - £20000	Sewage connection £500 approx
Water Connection – £1800 approx	Electricity Connection - £1575.85
Ground works - £2044 approx	

- **People –**

Me, Phil Underdown, Stuart Geldard and Adam Fossett. SMFC Committee. Parish Council support. Swan Croft Committee support. (Cricket and football land committee)
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Funding

Where do you expect the money to come from, e.g. revenue or capital budgets, external grants, all from CEF funding or a combination? Please state if you don't know at this stage where the money is coming from. Please include any quotes you have received.

- We would like to request the amount of £4,000 from the Western CEF
- SMFC - £3,000, Guaranteed
- Primary Influence Funding- £2,000,
- Parish Council - £7,000 Guaranteed (further meeting 7th January discussing more funding for project)
- FA Foundation up to £25000. We need planning and 2 like for like quotes. Planning sent off for today and 2nd quote sent for.

Risks / Issues

Identify what you consider to be the main risks at this stage. Also indicate any issues you may be aware of that the project will resolve.

Ensuring all the funding comes together at the same time.

The weather is a massive factor with the club's development. With the ground being so soft work has had to be halted. This should be fine after our season finishes in February 2020 when our work will commence and continue. The fund raising and the organisation will continue.

This project will resolve the lack of community participation in our village and ensure we have all footballing age groups throughout the club. This will mean that the surrounding clubs do not have an overflow of children and they can enjoy the sport every weekend.

Links and Dependencies

Does this project link to any others in the area or services already available? Is its success dependent on the completion of other projects, funding from elsewhere, interest from volunteers etc?

This project doesn't link into any other in the area and is not dependant on the completion of other projects in the area.

We have our own committee who are driven to deliver this since we took over in May 2019, but is dependant on the necessary funding.