

Invitation to Quote

For a commission to develop **EXTENDED SUPPORT TO ATHLETES** for the Hampshire Talented Athletes Scheme.

Date Issued: 14th November 2022

Deadline for Response: 21st December 2022

1. Who are Energise Me:

Energise Me is a charity that champions physical activity for all in Hampshire and the Isle of Wight. We are working hard to make it easier for everyone to move more. Our goal is to create a happier, healthier, and stronger future for local people. We won't rest until everyone has the confidence, support, and opportunity to be active on their own terms. Physical activity transforms lives. Our work is helping people to reduce their risk of major illnesses and depression. We are one of 42 Active Partnerships who work with partners to create an active nation. We also support local people already engaged in sport through the Hampshire Talented Athlete Scheme.

2. Hampshire Talented Athlete Scheme

The Hampshire Talented Athlete Scheme (HTAS) supports athletes to reach their goals in Olympic, Paralympic and Commonwealth Games disciplines. It is funded by Hampshire County Council and managed by Energise Me to support local athletes on their path to the world stage.

Our athletes are varied in their disciplines, so we work closely with each National Governing Body (NGB) to make sure we're giving the right support. We look at all sorts of factors to help us define this including national or international rankings, competition results for individuals or team selections.

The grant package provides financial and non-financial assistance for athletes who meet the eligibility criteria, currently athletes may also receive additional services i.e.

- Free access to participating leisure centres to help make the most of training facilities
- A fast-track physiotherapy service to help them bounce back quickly after injury

In the past we have also provided support in the form of sport science workshops, so athletes have access to the latest research and techniques. We are currently looking to extend our support to athletes to bring this back into the overall offer.

3. We are looking for:

- An individual or organisation with a knowledge and experience of sports performance. This might have been acquired through having been a participant yourself or through lecturing in higher education in sports science or sports medicine, through coaching high-performance athletes or another relevant role.
- You will have experience of building and maintaining effective relationships.

- You will need to be good at planning, to ensure that the work is delivered in an organised and efficient way to meet the needs of the athletes and / or their parents.
- You will also need strong organisational and time management skills.

4. The Task

1. The role will involve working with us to develop and coordinate a programme of workshops and / or seminars to support our talented athletes.

Four workshops during a 12-month period, to support our HTAS recipients including (but not solely) elements such as nutrition, competition preparation, handling stress, emotional management, shaping their future and public speaking.

Tasks will include;

- Consulting the athletes on what support they need (up to 50% on the HTAS).
- Securing speakers, facilitators, deliverers, and venues.
- Obtaining feedback from participants and evaluating after each event.

N.B. Energise Me will manage bookings via Eventbrite.

2. Additionally, we would like to expand our physiotherapy offer to enable athletes to access support closer to their home. We have only one provider, based in Fareham, supporting our athletes right now.

Tasks will include;

- Investigate and develop relationships with 2 or 3 more physiotherapists or physiotherapist centres. The services will have specialist sports knowledge and a track record providing support to developing athletes.
- Negotiate contracts that provide for fast-track, cost effective physiotherapy services.

We anticipate this work will take approximately **34** days over a period of a year, starting February 2023.

5. Timeline

14 th November 2022	Tender open for responses
21 st December 2022	Deadline for responses
w/b 9 th January 2023	Interview Dates (if applicable)
w/b 16 th January 2023	Commission Awarded
1 st February 2023	Work starts
January 30 th – 31 st December 2023	Delivery of Workshops
31 st January 2024	Evaluation and work completed

6. Outputs and Outcomes

1. Consulting with 50% of HTAS Athletes about the additional support that would benefit their development.
2. 4 Workshops / seminars delivered with feedback from at least 75% of the participants.

3. Evaluation of the feedback to assess impact and inform future sessions. Minimum of 2 new Physio providers secured for fast-track physiotherapy with method of obtaining feedback from athletes on satisfaction levels.

7. Project Monitoring

- Progress updates - monthly with regular emails, meetings and conference calls as required.
- Review of Progress – quarterly against contract milestones.

8. How to Respond

Please send a proposal of no more than 2 pages including;

1. A CV and/or covering letter which summarises the skills and experience required for this work.
2. Your proposal of how you plan to develop this area of work.
3. Anticipated start date.
4. An indication of the average number of working days/hours per month to be committed over the contract period.
5. Covered in the CV / cover letter your project timeline.
6. Your fee for the work.
7. Any further information which may support the proposal.

We will shortlist quotations based on these criteria and undertake follow up interviews with shortlisted candidates. If interviews are not required, the successful consultant will be notified by 6th January 2023.

8. Contract Details

This contract will be with Energise Me.

The individual / organisation will report and be accountable to Sharon Robertson, Head of Children & Young People.

The term of this contract will be 1 year from 1st February 2023 until 31st January 2024

It is expected that the organisation or individual will work for an agreed number of days each month. This will be by agreement and will be flexible to allow for other work commitments.

Any request for feedback should be made to Sharon Robertson.

Contact details;

Sharon Robertson

Energise Me - Westgate Chambers

Staple Gardens

Winchester

SO23 8SR

Sharon.robertson@energiseme.org



Hampshire
County Council



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