



GROWTH AND PARTICIPATION

Women and Girls Community Coach Fund

CRITERIA AND GUIDANCE NOTES



Introduction

The Women and Girls' Community Coach fund is £50k, allocated to support the development of the Women & Girls' game, with up to £5k allocated towards Community Coaches investment to achieve the following outcomes:

Support the development of female volunteers, coaches and match officials

Support Women and Girls Evolution and Play Programmes

Focus on developing full female pathway (U14's, U16s's & U18's)

Equality, Diversity and Inclusion through Club Development Planning

Criteria For Application:

- Clubs must engage with their Regional Team before applying.
- Projects must impact on a **minimum of 3** of the above outcomes.
- Clubs should clearly outline a spending plan for the project.
- Clubs should adopt the Scottish Rugby Women and Girls Community Coach Template and management support.
- Clubs must implement a monitoring system to clearly demonstrate impact of the project.
- Projects can be part funded by the club or other funders with an expectation of a minimum 20% cash contribution to the post.
- The fund is intended to support the recruitment of new personnel who are not already part of the current paid club structure. It must not be used to contribute to or supplement existing Development Officer roles, including those covered by the Development Officer Agreement.

The closing date for applications is Friday 31st January 2025. Applications submitted after this date will not be considered. Successful applicants will be informed in February 2026.

Successful applicants will receive investment in two instalments. The first instalment will be 50% of the full award and paid in September 2026. The second 50% will be paid on completion of the project and once all evidence of cost and reporting documents have been submitted to Scottish Rugby. No claim will be accepted beyond 30th April 2027 and no payment will be made for this fund beyond 31st May 2027.



Investment into the Women and Girls Strategy 22-26:

Clubs should consider how the first 4 pillars of the Women and Girls Strategy will be supported within the application of the Women and Girls Community Coach Fund.

Our Aim by 2026 To support women in rugby to be inspirational leaders on the pitch, in our organisation and their clubs.	Our Aim by 2026 To provide the opportunity for women and girls, whatever their age to be given the chance to love rugby through positive experiences.	Our Aim by 2026 To ensure the continued growth of the domestic game and success of the national teams is driven by a coherent pathway system that provides players with the opportunity to play at all levels.	Our Aim by 2026 To increase the number of women in our rugby community whilst ensuring the environments they deliver in are welcoming and inclusive to grow the women and girls game.
Empowering Leadership	Positive introduction to Rugby	Playing pathway for all	Building capacity in our clubs

Role and Function of Women and Girls Community Coaches:

Clubs are strongly encouraged to prioritise candidates for this role who can contribute to the development and representation of the Women and Girls Rugby Community. This includes considering female candidates for the role, ensuring alignment of fostering diversity and inclusion within our communities.

Design and deliver innovative and interactive sessions to a range of ages	Deliver high quality sessions	Receive feedback, self-reflect on delivery and develop their practice accordingly	Uphold Scottish Rugby's and Club values and ethos in all sessions and events	Establish and maintain strong connections between schools and clubs to enhance transition and improve retention rates
Promote Women's & Girls rugby participation via effective social media messaging	Follow administrative protocols and reporting	Establish and maintain a safe, inclusive and supportive environment across all sessions	Provide participant feedback that encourages further participation in rugby activities	Connect in with Club Director of Rugby or equivalent
In conjunction with Scottish Rugby and the development officer network, facilitate and deliver programmes including Evolution events, Play Programmes, State School Festivals and sessions Come & Try events, club transition activities and game development initiatives				

The following are examples of projects that could be delivered to achieve the overall outcomes of the fund however the list of examples is not exhaustive.

OUTCOME	GUIDANCE	EXAMPLE ELIGIBLE PROJECTS
Support the development of female volunteers, coaches and match officials	<ul style="list-style-type: none"> • Work closely with DOR or equivalent to ensure Women and Girls Rugby is at the core of the club. • Create high-quality placement and mentoring opportunities for female volunteers, coaches and match officials. • Support the continuous growth and active engagement of individuals in the Female Coach Mentorship Programme, fostering their involvement and development at club. 	<ul style="list-style-type: none"> • Female coach, volunteer and match official recruitment day. • Active Schools CPD day • Local school staff / PE teacher CPD day • Deliver a programme providing female players with the skills to transition into coaching, match officiating and key volunteer roles.
Support Women and Girls Evolution and Play Programmes	<ul style="list-style-type: none"> • Supporting the delivery and expansion of the Evolution and Play Programmes. • Providing opportunities for the club to grow their player base and encourage more girls to get involved and enjoy playing the game. 	<ul style="list-style-type: none"> • Host and deliver Evolution Event at Club • Deliver and support other Regional Evolution Events hosted at Clubs. • Deliver high-quality sessions at School and Club to support teams entering into Evolution and Play Programmes • Deliver and support transition from School to Club programmes such as Come and Try Sessions.
Focus on developing full female pathway (U14's, U16's & U18's)	<ul style="list-style-type: none"> • Identify opportunities to attract, retain and transition new and existing players particularly through Secondary State School activity. • Support and strengthen the creation of structured sustainable pathway at club (U14,U16 & U18) for female players supported through Club Development Planning. • Ensure there is a visible progression of pathways at club. 	<ul style="list-style-type: none"> • Targeted campaign to increase participation numbers at U14, U16 & U18's. • Deliver high quality programme to retain and transition female players from U16 to U18 level. • Workshop with Players and Parents on player retention, progression planning and transition points. • Specific Skill Development and engagement sessions for players.
Equality, Diversity and Inclusion through Club Development Planning	<ul style="list-style-type: none"> • Ensure that Rugby is more representative and inclusive of the community in which it is played. • A winning mindset for the female game on and off the pitch. • Sustained investment into key areas of growth and development for the female game. • Engaging and inspiring our internal and external stakeholders in promoting the female game. • Developing strong, visible female leaders in our game. 	<ul style="list-style-type: none"> • Partner with local schools and/or youth group to deliver targeted taster sessions to girls. • Regularly showcase and spotlight good news stories of players and volunteers. • Host workshop to recruit and support female leaders and volunteers. • Develop and establish local Community Partnerships.

A copy of the application questions can be found on the following page. Please consider your answers before starting your application as you can only submit the form once.

If your club would like to apply to this fund, please use the following link to do so. Please note that applications will only be considered if submitted in this format.

Women and Girls' Community Coach Fund Phase 5

Application Form - [Click Here](#)

Data Protection

To the extent that any information provided as part of this application constitutes 'personal data' Scottish Rugby will use and process that information in accordance with its privacy policy, which can be found at scottishrugby.org/privacy-policy.

If intending to submit information about an individual which constitutes personal data before doing so you should ensure that the individual is made aware of that fact, the purpose for which it is being provided and has consented to you doing so. The information you provide us will be held on file, which may be paper and/or electronic. We will use this information to process applications and grants, to prepare statistics and to monitor and evaluate the effectiveness of grants made.

Additional Terms and Conditions

- i. Scottish Rugby accepts no liability for any consequences, whether direct or indirect, that may arise from the use of a grant, from any requested repayment of a grant, or from any application for a grant being declined.
- ii. In the event that Scottish Rugby is made aware of any inconsistencies or misrepresentations on an application form which lead to the provision of a grant to a club, Scottish Rugby reserves the right to request that such sums are repaid within timescales determined by Scottish Rugby (whether or not the club has already spent such a grant). In the event that such timescales are not met, Scottish Rugby reserves the right to deduct any sums owed from any future funding offered by Scottish Rugby, including without limitation the Club Sustainability Fund.

Additional Considerations

Value Added Tax

If the club is not registered for VAT or is not in a position to have the costs zero-rated for VAT purposes (as is sometimes the case for charities approved by HMRC) it is essential that the VAT burden is included in the application costs.



Application Form Questions

1. What Scottish Rugby region is your club in?
2. Club Name
3. Name of key contact
4. Email Address of key contact
5. I can confirm I have engaged with my regional team before submitting this application
6. Title of project
7. Summary of proposed project (300 words max.)
8. Dates of project (dd/mm/yyyy – dd/mm/yyyy)
9. Which of the following outcomes does this project meet? (a minimum of 3 required)
10. Please describe how your project will meet the first outcome selected in Question 9 (max 100 words)
11. Please describe how your project will meet the second outcome selected in Question 9 (max 100 words)
12. Please describe how your project will meet any additional outcomes selected in Question 9 (max 100 words)
13. Please outline the total costs of this programme
14. How much are you applying for via the Women and Girls Community Coach Fund? (up to £5k)
15. Are there any partners/funders involved in the programme? If so, please name the partners/funders and their financial contribution
16. Please outline how this project will impact Equality, Diversity and Inclusion within your club? (max 200 words)
17. By ticking this box you are agreeing to all of the terms and conditions outlined and this will be accepted as a formal signature on behalf of the club



Appendix A: Example Work Plan Template - Women and Girls Community Coach

The example template outlines a structured approach to the workstreams and objectives of a Women and Girls Community Coach. It provides a detailed framework for clubs to adopt to support planning, implementation and evaluation of Women and Girls initiatives with alignment into the Rugby Development and Women and Girls 22-26 Strategy.

W&G CC Fund Criteria Outcomes	Rugby Development Objectives 24-28	Key Performance Indicators	Example Critical Actions
Support Evolution and Play Programmes	To Provide the opportunity for W&G, whatever their age to be given the chance to love rugby through positive experiences	Deliver Evolution & Play Programmes	Pre event communication internally/externally
		Increase the number of Youth Female Players Registered on SCRUMS	Set up facility/pitches etc and liaise with hosts
		x No of events delivered	Support game coaching and activities
		Deliver Evolution & Aspiring Events	Pre event communication internally/externally
Focus on developing full female pathway (14's, U16's & U18's)	Ensure the continued growth of the domestic Women & Girls game and success of the national teams is driven by a coherent pathway system that provides players with the opportunity to play at all levels.	Increase the number of Adult Female Players Registered on SCRUMS	Set up facility/pitches etc and liaise with hosts
		x to x No of Players registered	Support game coaching and activities
		Increase the number of Youth Female Players Registered on SCRUMS at U14,U16 & U18 recommended number of players at AGLV's	Assist club with girls secondary state school sessions targeting U14/ U16/U18 age groups.
		x to x No of Players registered	
		Influence and increase growth in youth female rugby by expanding rugby participation in Secondary State School	Pre event communication internally/externally
		x No of deliveries	Set up facility/pitches etc and liaise with hosts
		Influence and increase growth in youth female rugby with girls transitioning from secondary state school to club.	Deliver session and activities
		X% increase of girls transitioning from school to club	Assist club/s with girls secondary state school transition sessions

W&G CC Fund Criteria Outcomes	Rugby Development Objectives 24-28	Key Performance Indicators	Example Critical Actions
Support the development of female volunteers, coaches and match officials	Increase the number, diversity and retention rates of Match Officials to support the community game To increase the number of women in our rugby community whilst ensuring the environments they deliver in are welcoming and inclusive to grow the women and girl's game.	Increase the growth of female volunteers, coaches and match officials. x to x female volunteers x to x female coaches x to x female MO's	Engage and communicate with DOR or equivalent Deliver and facilitate transition into coaching, match officiating and key volunteer sessions Support club/s with W&G recruitment initiatives
	Increase the number, diversity and retention rates of Volunteers to support the community game.	Develop a high-quality workforce in the club that are aligned and motivated to drive the development of W&G rugby Increase % female coaches in club from x% to x%	
Equality, Diversity and Inclusion through Club Development Planning	Rugby is more representative of the community in which it is played	Engage and partner with x No of Schools/Youth Groups to deliver targeted taster sessions	Identify any potential gaps at clubs Engage with potential schools/ Youth groups to support targeted girls sessions Design and deliver targeted sessions
		Publish or share at least 1 good news story per month	Identify good news stories featuring positive stories of the club and development e.g Role Model or existing female coaches, including call to action
		Host x number of specific Workshop to support female leaders and volunteers	Identify topic or relevant area with female volunteers at club Engage female leaders or aspiring to attend workshop Advertise through club and local network Deliver and facilitate Conduct post workshop survey/ follow up



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