

Guide for Clubs: COVID-19

Introduction

In these unprecedented times Swim England's biggest hope is that all of our Affiliated Clubs are able to return to the water, and continue to provide the excellent service they offer to our members.

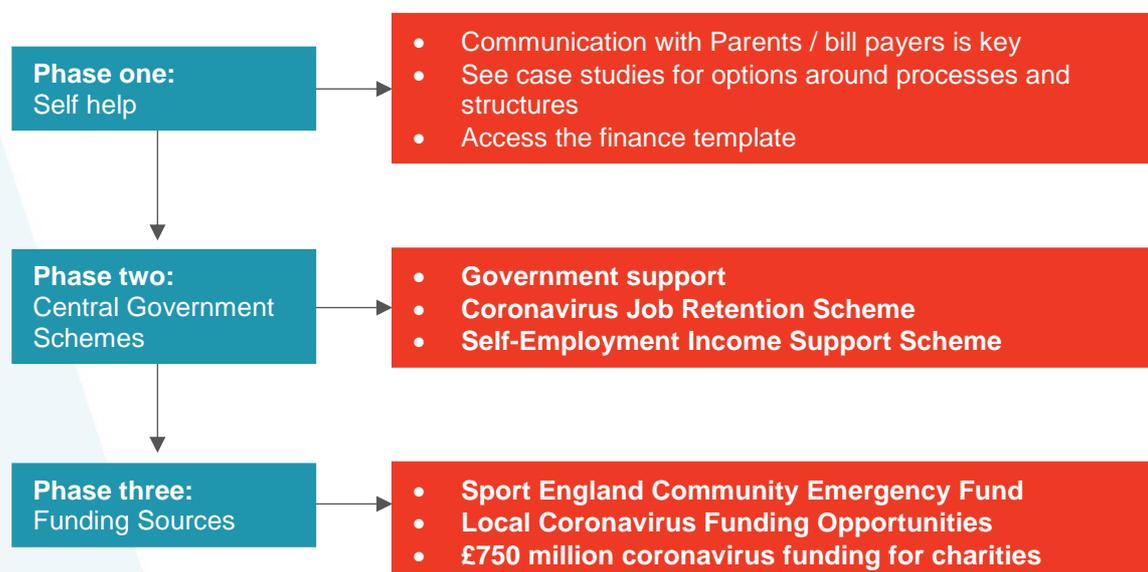
There are many concerns from our clubs, coaches and members, we hope our FAQs that we continue to add to during this evolving crisis, have been really helpful. Our Swim England employees will continue to support our clubs, committees, coaches and athletes in the best way we can.

Read our Coronavirus (COVID-19) FAQs [here](#).

We hope this guidance document really helps and supports all clubs to navigate through the current challenges.

For any further queries or enquiries please direct these to clubdevelopment@swimming.org.

The flow chart below is a good start to access the information you need to quickly and efficiently.



Phase one: Self Help

This phase provides case studies of what other clubs have done so far in order to retain their membership and in some instances provide an alternative service to their members during the lockdown period. Case studies can be found [here](#).

Once you have looked at the case studies the next step in this phase is to conduct a review of your current club finances by completing the Swim England Finance Tool found [here](#).

Once you have completed phase one and you have a clear understanding of your current club finances you need to consider the following:

- Do you have sufficient reserves to cover current outgoings and relevant future start-up costs?
- Have you consulted your membership?
- Do you need your members to continue paying some/all of their monthly fees?
- Can you retain any coaching services to maintain support to your athletes?

If you require additional financial support then move onto phase two and three of this guide.

Phase two: Central Government Schemes

This Phase should be followed if you do not have enough reserves or cash flow to cover your liabilities and club commitments. The Government has announced various schemes to help small businesses, the employed and the self-employed through this period.

Government Support

A full range of support measures have been made available by the UK Government in response to the Coronavirus situation. Clubs seeking financial support are advised to consider their eligibility for these:

- **Coronavirus Financial Support**
- **The Sport and Recreation Alliance** has outlined how some of these support measures recently announced by the government can support the sport and recreation sector at this difficult time:

If your club is struggling to pay coaches during this period, the Government has announced the following schemes for employed and self-employed workers. Clubs should check the contracts they have in place with their coaching staff before considering one of the following options:

Coronavirus Job Retention Scheme (for employed coaches):

The Coronavirus Job Retention Scheme, also informally known as the furlough leave scheme, was announced by Chancellor Rishi Sunak to the UK on Friday 20 March 2020. The scheme will allow all UK businesses to claim a grant from the government of up to 80% of each furloughed employee's salary, up to a cap of £2,500 per month.

HMRC will reimburse each furloughed employee's salary up to 80%, capped at a £2,500 per month limit, backdated to 1 of March 2020. This scheme will be initially open for three months but may be extended further if necessary. It applies to all employers with a PAYE who can access support to continue paying part of their employees' salary for those who would have otherwise been laid off during this crisis.

Please be aware of the implications and restrictions if you decide to furlough teaching and coaching staff i.e. they cannot produce content for your membership whilst on furlough.

Further guidance for both employer and employee is available on the government's website via the following links:

- [Employer guidance \(COVID-19 support for the employer\)](#)
- [Employee guidance \(COVID-19: guidance for employees\)](#)

Self-Employed Income Support Scheme

The Self-employment Income Support Scheme will support self-employed individuals whose income has been negatively affected by COVID-19.

The scheme will provide a grant to self-employed individuals, worth 80% of their profits up to a cap of £2,500 per month.

HMRC will use the average profits from tax returns in 2016-17, 2017-18 and 2018-19 to calculate the size of the grant.

The scheme will be open to those where the majority of their income comes from self-employment and who have profits of less than £50,000.

The scheme will be open for an initial three months with people able to make their first claim by the beginning of June.

Full information about this scheme is available on the government's website via the following link:

- [Self-Employed Income Support Scheme](#)

Phase three: Funding Schemes

If you have completed Phase one and two of this document, there are still financial support options available to you through the funding options below.

Sport England Community Emergency Fund

This £20 million fund is designed to complement other sources of funding from the government, such as those discussed in phase two. Therefore, clubs should consider all other funding support before applying to this fund.

Grants of £300 - £10,000 are available and Sport England aims to deliver immediate funding to those most in need. The types of organisations eligible include local sports clubs forced to close at short notice but who are facing ongoing costs around maintenance and utility bills, and voluntary and community sector organisations who deliver or enable sport and physical activity.

The fund aims to help clubs who have a role in supporting the nation to be active but who are experiencing short term financial hardship or the ceasing of operations due to the ongoing crisis.

Read more [here](#).

Local Coronavirus Funding opportunities

A number of Community Foundations and other organisations have launched funding programmes to assist local organisations in responding to the challenges of the Coronavirus Pandemic.

On the following link you will find a list of organisations providing support and the types of funding they have made available [here](#).

£750 million coronavirus funding for charities:

Charities across the UK will receive a £750 million package of support to ensure they can continue their vital work during the coronavirus outbreak.

Tens of thousands of charities providing vital services will benefit from direct cash grants to ensure they can meet increased demand as a result of the virus as well as continuing their day-to-day activities supporting those in need. Further information on this fund is available via the following link [here](#).

Regional websites and support

There is also additional support you can access through the Regions. Most Regions are providing:

- Online forums
- Online club meetings
- Online courses/training
- General club support

Each region is different. To see what your region is doing please click the relevant link below to access their website:

Region	Website
North East	asaner.org.uk/
North West	swimnorthwest.org/
East Midlands	swimming.org/eastmidland/
West Midlands	westmidlandswimming.org.uk/
London	swimming.org/london/
East	eastswimming.org/
South East	southeastswimming.org/
South West	swimwest.org.uk/

For any further queries or enquiries please direct these to clubdevelopment@swimming.org.