



**ESSEX TENNIS**

## **FAQs – County Association Coach Grant**

### **What is the County Association Accredited Coach and Tutor Grant?**

This is a financial grant that is designed to complement further support packages provided by Government and the LTA. It aims to support coaches who are affected by the pandemic and is therefore targeted at LTA Accredited Coaches who are working between 10 and 29 hours per week (including sole directors of limited companies). The scheme, which is complementary to other available support, is calculated on the basis of 6 weeks job seekers allowance for 6 weeks (6 x £74 = £444).

## **PROCESS AND PAYMENT DATES**

### **When does the process open?**

The opening date for the applications is 1<sup>st</sup> June 2020.

### **When does it close?**

The closing deadline for applications is 26<sup>th</sup> June 2020. No applications will be considered after this date.

### **When will I receive the grant?**

Due to the significant volume of administration required to process this scheme, applications and payments will be processed as quickly as possible but should be made within 7 days.

## **ELIGIBILITY**

### **What are the eligibility criteria?**

1. As at 10th April 2020, you were an LTA Accredited or Accredited+ coach (or within your grace period following expiry of your accreditation);
2. As at the date of your last LTA Coach Accreditation renewal, you either had self-employed status or were the sole director of a limited company with no employees other than yourself.
3. As at the date of your last LTA Coach Accreditation renewal, you declared yourself to be working 10 or more hours per week (up to 29 hours) and this included at least some of these hours in the county you are applying to.
4. You are willing to support the LTA to help kick start tennis when the when restrictions are lifted through a 'Back to Tennis' campaign.
5. Commit to county coaches network/equivalent either immediately where it already exists or when set up.
6. Sign up for County specific support initiatives or programmes, e.g. sending appropriate players to County Fun Days/selection and other initiatives where appropriate.

**What is the 'back to tennis' moment?**

As part of the tennis community, the LTA would like you to assist in giving back to tennis and helping to kick start the sport when restrictions are lifted. Specific details of the campaign will be announced in due course. Our plans will include 1) a 'Back to Tennis' campaign, 2) delivery of 2+ LTA Tennis for Kids courses per coach and 3) LTA Youth training. More information on these initiatives will be communicated in due course, please make sure you are opted-in for communications in the 'contact preferences' section [here](#).

**How will my eligibility be checked?**

To ensure a robust process, we will use your self-declared data that you provided at the time of your last LTA Coach Accreditation renewal, and confirmations given in the form.

**I was successful in applying for the LTA Accredited Coach grant scheme (April) – am I eligible for this scheme?**

No, you cannot be eligible nor apply for both the LTA and county support schemes.

**I am self-employed but I am also employed. Am I eligible?**

If you do 10-29 hours of coaching (on-and off-court activity) a week, and have self-employed status, you are eligible.

**I am a Padel Coach, am I eligible?**

If you meet the 3 criteria (Accredited, 10-29 hours per week, self-Employed) then yes, you are eligible.

**I am a coach and official and I applied for the LTA officials grant support scheme. Can I be eligible for the County coach support scheme as well?**

Yes, if you meet all other criteria.

**My employment status has changed since I last renewed my coach accreditation. I am now self-employed.**

To ensure a robust process, we must base grant approval on information submitted by all coaches at the time of their most recent Accreditation renewal. If your status has changed to self-employed since your last accreditation renewal, unfortunately you will not be deemed eligible for this grant. There are other LTA and government support options available, please visit the LTA's [COVID-19 support package page](#) to review these and when they become available.

**I am in my accreditation grace period can I apply?**

We are trying to support as many eligible coaches as possible. For this reason, we are including coaches who are currently in their grace period.

**I am just returning or entering maternity leave. Am I eligible?**

We will use your self-declared data that you provided at the time of your last Coach Accreditation renewal to calculate your eligibility.

**I was LTA Accredited / Accredited+ but it has expired. Can I still apply?**

No. This financial grant is only available to coaches currently LTA Accredited or Accredited+ (as at 10<sup>th</sup> April 2020) or those in the LTA accreditation grace period.

**I have joined LTA Coach Accreditation since 10th April 2020 can I apply?**

No. Only if you were LTA Accredited / Accredited+ at 10<sup>th</sup> April 2020, can you apply for this grant.

**Can I be drawing down a pension and still be eligible for County support?**

If you have a pension you may still be eligible, but you must meet all of the eligibility criteria and provide supporting evidence.

**I am furloughed from my employed job on 80% of my salary. Am I eligible?**

If you do 10-29 hours of coaching (on-and off-court activity) a week, and have self-employed status, you are eligible. Your work as a self-employed coach must be the majority of the work you do however.

**GENERAL**

**Is the grant taxable when I make my next return?**

Yes. You will need to declare this as income in your tax return.

**Am I still eligible for Government support if we take this?**

This is an emergency grant to support coaches in an unprecedented time. Based on our legal advice, it should not affect your eligibility for Government support. If you have further concerns, you should speak to your business accountant or financial advisor before proceeding to apply.

**I sent the wrong bank details, what happens?**

It is your responsibility to get the details right. If the payment details provided are wrong, you will not be eligible to receive a second payment.

**Do I have to pay the grant back?**

No. This is a grant, not a loan. However, the County Association reserves the right to claw back funds that were obtained via false submissions and will coordinate with the government where applicable

**How much is the grant?**

You will be paid the equivalent of 6 weeks at £74 per week = £444.

**What happens if I am not eligible but apply?**

To ensure a robust process, we will use your self-declared data that you provided at the time of your last LTA Coach Accreditation renewal, and confirmations given in the application form. This data will be used to validate your application. We will verify data in 100% of applications and will be carrying out retrospective audits. The County Association reserves the right to claw back funds that were obtained via false submissions and will coordinate with the government where applicable. Any coach found to make a false declaration will be subject to disciplinary processes as per the [LTA Disciplinary code](#) and the [LTA Coach Code of Conduct](#), and will have their status as an LTA Accredited Coach reviewed.

### **What happens if my application is declined? Is there an appeal?**

To ensure a robust process, we will use your self-declared data that you provided at the time of your last LTA Coach Accreditation renewal. If your application is declined, there is no appeal process however you can consider other support that is available.

### **Where do I get my coach code?**

You will find your coach code on your membership card, in your [Coach Secure Area](#) or via the Find a Coach search <https://www.lta.org.uk/play-compete/get-on-court/find-a-tennis-coach/>

### **I am an active tutor. Am I eligible?**

If you are a tutor, you can combine your tutoring work as part of LTA Qualifications with your coaching work. If this hits the 10-29 hour threshold, you will be eligible, provided you meet the other criteria also.

### **I can't remember what coaching hours I submitted at my last accreditation renewal. Can you tell me?**

Your employment status and number of coaching hours per week is mandatory information submitted when you join or renew LTA Coach Accreditation. You are not able to check this information in the Coach Secure Area. If you are unsure if you are eligible for the grant because of the information you submitted, we recommend you complete an application which will then be manually reviewed.

### **I think I entered less than 10 hours at my last accreditation renewal but I actually do more than 10 hours. What can I do?**

To ensure parity, all applications are subject to the same criteria checks based on data you declared at your last accreditation renewal. There may be alternative support available <https://www.businesssupport.gov.uk/self-employment-income-support-scheme/>

### **I provide coaching through my own limited company. I employ someone to carry out administrative duties only. Does this mean that I am not eligible for the LTA Accredited Coaches and Tutors (April 2020) grant?**

It is recognised that some individual coaches provide their services through limited companies and are the sole person employed to provide coaching services. The legitimate employment of a third party (e.g. wife/husband/partner) to undertake administrative duties will not make you ineligible for this support. You will not be eligible if you employ other coaches. To be eligible, you will, of course, need to meet the other remaining eligibility criteria.

You may also wish to explore the possibility of furloughing yourself and seeking a grant under the Government's Coronavirus Job Retention Scheme. Please contact the Brabners Coach Support Line for further details.

### **Will accepting the Accredited Coaches Grant affect my Universal Credit?**

We have spoken to Brabners LLP, the providers of our legal and tax helpline for coaches. They have confirmed that the LTA Accredited Coaches Grant should be treated as revenue that will be taxed as unearned / miscellaneous income and therefore caught under the Universal Credit regulations. This is consistent with the payments that will be made by the government under its Self Employed Income Support Scheme that will also be taken into account for Universal Credit purposes. For further support from Brabners LLP, please see <https://www.lta.org.uk/about-us/covid-19-support-packages/support-line/>