

FUEL TO GO & PLAY CLUB/ COACH GRANT

NEXT STEPS

Congratulations on your successful grant application!

We've created this handy reference guide to assist you before, during and after your event to ensure all requirements of the Healthway Fuel To Go & Play Grant requirements are met.

KEY OBJECTIVES

- To increase awareness and understanding of the Fuel To Go & Play and the Healthy food and eating messaging through tennis participants and spectators
- Provide opportunities for Western Australians to choose a healthy lifestyle through tennis
- Encourage behaviour change at tennis clubs that lead to good health and facilitate structural and policy changes to create healthy tennis club environments
- Increase access to local Tennis West Affiliated clubs, by providing welcoming and inclusive clubs
- Increase awareness and the profile of Tennis and encourage participation at local clubs
- Provide opportunities for participation at all levels
- Strengthen the link/pathway between schools and local clubs

PRE-EVENT

- **Metro Clubs:** Arrange to collect your Fuel To Go & Play branding from Tennis West in the week before your event. (Please note as this is new messaging there may be a delay in the production of the banners)
- **Regional Clubs:** We will be producing new banners to send to regional clubs on application of a grant and these will for the clubs to keep for all future Fuel To Go & Play events.

Please make sure there is Healthway Fuel To Go & Play branding ready for all event day photos for your acquittal.

- Promote your event, **remembering the Tennis West, Healthway and Fuel To Go & Play logos on all promotions**



- Plan your Healthway Fuel To Go & Play messages execution – [refer to 'Healthway FTGP Messages Guide'](#)
- Plan your healthy food and beverage options
- Take pre-event photo's ensuring to capture signage, healthy food and drink available and capture how your set up encourages healthy habits

DURING EVENT

- Display Healthway Fuel To Go & Play promotional material
- Execute your Healthway Fuel To Go & Play message promotion plan
- Promote the tagline you have committed to during any speeches
- Ensure your participants are promoting the Fuel To Go & Play key message eg. “Fuel To Go & Play. For the best performance, fuel your body with fruit, veggies, dairy and wholegrains.”
- Remember to post at least 1 social posting during the event
- Remember to take photos during the event for your final report. Please make sure all people in photos have provided consent and are wearing hats and are not holding alcoholic beverages
- Be sure to have a participant survey ready for people’s departure so you can collect feedback from your event that can be included in your acquittal.

POST EVENT

- Remember to post at least 1 social posting post event. The requirement for tagging and acknowledging can be found in the [‘Healthway FTGP Messages Guide’](#) ‘Healthway FTGP Messages Guide’
- Complete and submit your final report, within 14 days, consisting of photos, receipts, **invoice made out to Tennis West NOT club or coach** and other supporting evidence
- Return any applicable items to Tennis West