# Sports development grant application

You can use this Word version of the form to prepare your answers before submitting the online form on our website.

You will need to complete and submit the online form on our [Sports Grants](https://www.warwickdc.gov.uk/sportsgrants) pages.

## Eligibility Criteria

This page has a timeout of 20-mintues. Please ensure you select either 'next' or 'previous' within this time, or the information you have entered will not be saved.

* Your group has a bank account (we cannot pay money into individual's accounts)
* Your group is not for profit i.e. a registered charity, a voluntary or community group, or a club or society
* Your project/event/purchase will benefit a group of people in Warwick district
* Your project/event/purchase requires a one-off payment (we cannot provide ongoing funding support)
* Your project/event/purchase has not already started or been completed
* You have all the following policies and procedures in place:
	+ safeguarding
	+ health and safety
	+ equality and diversity
	+ data protection
	+ public liability insurance
* You have got or will have in place the correct level of insurance, to deliver the activity you are applying for funding for
* Your application is not for capital costs such as repair or enhancements of a building
* Your application requires a maximum grant of **up to £500**to support a **sports project**
* Your application is not for building renovations/works or refurbishments, ground works or resurfacing, refreshment/food, or bursaries for individuals
* Play activities are not eligible

Confirmation (Required)

I confirm that we meet all of the eligibility criteria as stated above

## Councillor support

All projects require the support of a local Warwick District ward Councillor. Please attach email confirmation from a local ward councillor. (Required)

## Applicant details

This page has a timeout of 20-mintues. Please ensure you select either 'next' or 'previous' within this time, or the information you have entered will not be saved.

Beneficiary Registration Number (if applicable)

For example, this might be the company or charity registration number

Voluntary and community sector category (Required)

* Registered with Companies House
* Charity or Charitable incorporated organisation
* Community Interest Company
* Industrial and provident society
* Housing association
* None of the above

Name of group/organisation (Required)



## Applicant details continued

This page has a timeout of 20-mintues. Please ensure you select either 'next' or 'previous' within this time, or the information you have entered will not be saved.

We need to take some details of the person completing this form. This person will be responsible for:

* providing extra information if requested
* the grant money
* signing the grant agreement
* providing evaluation/feedback

Name (Required)



Email (Required)



Telephone number (Required)



Postal address (Required)



## Group/organisation details

This page has a timeout of 20-mintues. Please ensure you select either 'next' or 'previous' within this time, or the information you have entered will not be saved.

Please briefly explain what your group/organisation does (for example, youth club, charity) and your aims and objectives (Required)



## Group/organisation details continued

This page has a timeout of 20-mintues. Please ensure you select either 'next' or 'previous' within this time, or the information you have entered will not be saved.

Please provide your charity number (if applicable)



Please provide your VAT number (if applicable)



Please upload a copy of your latest bank statement showing account detail and balance (Required)

If you are a sports club, do you have your National Governing Body Club Mark Accreditation? (Required)

* Yes
* No
* N/A - not a sports club

If yes, Date awarded*(Required)*

If no, Are you working towards accreditation?*(Required)*

* Yes
* No

## Group/organisation members and staff

This page has a timeout of 20-mintues. Please ensure you select either 'next' or 'previous' within this time, or the information you have entered will not be saved.

How many members/service users are currently involved in your group/organisation?

Number of users?

* Women (18+):
* Men (18+):
* Girls (0-17):
* Boys (0-17):

How many paid staff do you have? (Required)



How many volunteers do you have? (Required)



## Project information

This page has a timeout of 20-mintues. Please ensure you select either 'next' or 'previous' within this time, or the information you have entered will not be saved.

Project title (Required)



Please attach any evidence you have collected to support the need for this project

For example, consultation feedback.

## Project geographical area

This page has a timeout of 20-mintues. Please ensure you select either 'next' or 'previous' within this time, or the information you have entered will not be saved.

Which geographical area will the project focus on? If you are going to operate from a building, please tell us where it is? (Required)

For example, town, parish, ward, neighbourhood.

## Project timescales

This page has a timeout of 20-mintues. Please ensure you select either 'next' or 'previous' within this time, or the information you have entered will not be saved.

What is the planned timescales for the project, including when you expect it to start, dates of key activities, and when the grant will be spent by? (Required)



## Project purchase requirements

This page has a timeout of 20-mintues. Please ensure you select either 'next' or 'previous' within this time, or the information you have entered will not be saved.

Tell us about your project/event/purchase requirement. (Required)

This should describe what you want to do with the money and explain how it meets the relevant criteria.

Please tell us how you know there is a need for the project/event/purchase requirement. (Required)



## Groups or projects you'll be working with

This page has a timeout of 20-mintues. Please ensure you select either 'next' or 'previous' within this time, or the information you have entered will not be saved.

Please provide details of any other groups/organisations who will be working with you on the project and what they will bring to it.



## Who will benefit from the project?

This page has a timeout of 20-mintues. Please ensure you select either 'next' or 'previous' within this time, or the information you have entered will not be saved.

What age group(s) will benefit from the project? Tick all that apply. (Required)

0-8

9-14

15-24

25-35

36-50

51-65

66+

How would you describe the people who will benefit from the project? Tick all that apply. (Required)

People living in rural areas

People living in urban areas

Disabled people

Unemployed people

Women and girls

Ethnic minority groups

Older people

Children and young people

Other

## Meeting your target audience

This page has a timeout of 20-mintues. Please ensure you select either 'next' or 'previous' within this time, or the information you have entered will not be saved.

How will you ensure that your project is open to all or, if you are targeting a specific group or community, your target audience? (Required)



## Project success

This page has a timeout of 20-mintues. Please ensure you select either 'next' or 'previous' within this time, or the information you have entered will not be saved.

How will you know whether the project/event/purchase has been successful? (Required)



## Project targets and measuring success

This page has a timeout of 20-mintues. Please ensure you select either 'next' or 'previous' within this time, or the information you have entered will not be saved.

Please include any targets that can be measured as part of the end of grant monitoring process (Required)

For example, attendance numbers, sessions run, purchase made.

## Financial details

This page has a timeout of 20-mintues. Please ensure you select either 'next' or 'previous' within this time, or the information you have entered will not be saved.

How much money are you requesting from the fund? (Required)

A maximum of £500 can be applied for.

Please provide a simple breakdown of what you will spend the grant money on including the items, cost of those items and the total. (Required)



Please attach estimates or other information where possible to justify costs and show value for money.

## Additional funding

This page has a timeout of 20-mintues. Please ensure you select either 'next' or 'previous' within this time, or the information you have entered will not be saved.

Is this the total cost of the project? (Required)

Yes

No

If no, Please give details of how you will find the balance stating details of any other grants you have applied for or use of your own resources. Please also state what any additional funding will be used to pay for. (Required)



## Confirmation of details

This page has a timeout of 20-mintues. Please ensure you select either 'next' or 'previous' within this time, or the information you have entered will not be saved.

Confirmation (Required)

Please tick to confirm that all of the information you have provided on this application form is accurate and correct