



**SAMPLE FORM - for reference only, to apply for funding fill out the online application.**

## TOGETHER FUND APPLICATION

For support please contact Ian on 07903 266 224

**You need to be able to say yes to all the seven points below**

- 1. Will this investment impact upon at least one of the four priority Audiences? Long Term Health Conditions, People with a disability, Ethnically Diverse Communities or Lower Socio-Economic Groups**
- 2. Has the requirement arisen as a direct result of your community group or audience being adversely affected as a result of COVID-19?**
- 3. Does the funding help to resolve issues in improving access to take part in sport and physical activity for the target audience?**
- 4. Will this investment help your community group to recover and grow or continue to survive as a result of hardship? If hardship, you will have to state how this investment will enable you to continue beyond the immediacy of this short-term investment.**
- 5. Is this proposal directly funding the provision of physical activity or if not, will it support the delivery of physical activity in the immediate future?**
- 6. The funding can only go directly to a trusted community organisation (you will have to be known to Active Lincolnshire or one of our key partners).**
- 7. Will the project/activity be able to continue after the funding period?**

**\*Please note: Applications are saved every time you press next on the application form - if a page is incomplete and "next" not pressed it won't save.**

\*1. What is the name of your club/ group/ organisation?

\* 2. Tell us about your club/group/organisation background

(Please provide two or three sentences about your organisation, to include. Year started, areas of work, size of organisation, target audience, highlights)

3. Provide the club's/group's/organisation's website

4. Provide the club's/group's/organisation's facebook

\* 5. What is your club's/group's/organisation's address

\* 6. And the postcode

\* 7. Provide your contact name

8. What is your role?

\* 9. Provide your email

\* 10. Provide your phone number

\* 11. What is your organisation type?

12. If you have a charity/companies house number please enter below

\* 13. Can your club/group/organisation receive lottery funding?

- Yes
- No
- Maybe



## TOGETHER FUND APPLICATION

### Proposed project details

\* 14. Provide your project name

15. What is the primary form of physical activity or sport/sports that will be delivered?

16. Are you working with other clubs/groups/organisations or delivery partners?

Yes

No

17. Please tell us which partners and how they are working with you

\* 18. Will your project be delivered within the Lincolnshire County Council boundary?

\* 19. In which district/districts will you be delivering your activities?

Boston

East Lindsey

Lincoln

North Kesteven

South Holland

South Kesteven

West Lindsey

Outside of these Districts

20. Is the local authority your proposing to work in aware of this project?

Yes

No

21. Please tell us who you have informed

22. Do you know the venue/place you'll be delivering at/in?

23. Name of the venue/venues and postcode/s

24. Which primary audience will the project impact on?

25. Beneficiaries from ethnically diverse communities

  

26. Beneficiaries with a disability/LTHC

  

\* 27. What percentage of people attending will be from your primary audience?  
100 divided by the Estimated total number of people times by the estimated number of people from your primary audience. = your percentage

28. Which secondary audience/s will see impact?

- Children 0 - 4 years - this can not be funded through the together fund
- Children and Young People - must be 5 years +
- Ethnically diverse communities
- Lower socio-economic groups
- Older people 55+
- People with a disability
- People with long term health conditions
- Women and girls

\* 29. Provide the project start date

Must be within six weeks of the end of this month

\* 30. Project completion date

Before 1st April 2023 and a maximum of six months funding



## TOGETHER FUND APPLICATION

### Funding - details

\* 31. Are you applying for between £500-£5000?

If no and your application is £5,001 -£10,000 please contact Ian Brown at Active Lincolnshire

Yes

No

\* 32. How much will be spent on equipment hire/purchase?

Relevant equipment that would support communities to be more active in this current period can be purchased through the fund. This fund is not about replacement equipment as there are other funding programmes that offer that function. Do think about how any equipment groups request will remain in circulation/use beyond the short term immediate response.

Please state each item x price x number and total amount.

33. How much will be spent on delivery/ expenses?

Please state each role/task, hourly rate x total hours per week x weeks and total=

34. How much will be spent on venue hire?

Venue, facility, cost per hour x number of hours per week x number of weeks and total

35. What is your estimated budget for promotion/publicity?

Promotion/ publicity should be a minimal cost as the proposal should be based on need of those you're already in contact with.

36. What is your budget for transport/travel?

Cost and evidence of need, this must be sustainable post funding.

37. What is your estimate budget for staff costs?

Role - please show cost per hour x number of hours per week x number of weeks and total

38. Are there any additional costs?

Description, cost x number and total (one item per line)

\* 39. Provide the total proposed investment (inclusive of VAT)

\* 40. How many people do you estimate will benefit from the project?



## TOGETHER FUND APPLICATION

### About the project

\* 41. Describe the project idea and what the funding will be used for. Maximum 600 words

\* 42. What are the intended outcomes of the project?

Example:

To increase physical activity in xx of our members from nothing to 30 minutes a week.

To provide additional equipment to enable the group to participate in a covid safe way.

To upskill xx people to run sessions

To improve mental health in all our participants

\* 43. How will you ensure the group/club are sustainable post funding?



## TOGETHER FUND APPLICATION

### SAFEGUARDING & EQUALITY DIVERSITY & INCLUSION

**We want to ensure all project are delivered in a safe and inclusive way. If you don't have this in place currently this could be something we could support and would not be an automatic rejection.**

\* 44. Please tick if your answer is "Yes"

- Do you have a current Safeguarding policy for your club/organisation?
- Is there a designated Safeguarding lead?
- Does your policy cover children?
- Does your policy cover vulnerable adults?
- Do all the people in regular contact with children and VAs have a clear DBS check?
- Has any Safeguarding training been undertaken by your organisation in the last 3 years?
- Are you confident that all staff/volunteers can 'Recognise, Respond, Report, Record & Refer' an incident/concern?
- Do you require any support with your safeguarding procedures?

45. How easy is it for people who are involved with your organisation to find out about the safeguarding procedures?

46. Where can your safeguarding procedures be seen?

47. How often is the safeguarding policy updated?

48. Where do you get guidance from on safeguarding?

\* 49. Do you have an active Equality, Diversity and Inclusion Policy in place?





## TOGETHER FUND APPLICATION

**Once you have pressed submit on the next page you will not be able to go back to the application. Please make sure that you are happy and have answered all the questions before proceeding.**



## TOGETHER FUND APPLICATION

### THANK YOU FOR YOUR APPLICATION

All personal data to be processed by the Active Lincolnshire under this application shall be processed in accordance with the obligations of the Data Protection Legislation. Personal data will only be processed for the purposes of fulfilling this application and will not be used for marketing or shared with third parties except those necessary for the fulfilment of this application including Sport England.

A copy of our GDPR policy is available on request or can be found at [activelincolnshire.com/uploads/Active-Lincolnshire-Data-Protection-Policy.pdf](https://activelincolnshire.com/uploads/Active-Lincolnshire-Data-Protection-Policy.pdf)

\* 50. Are happy for your information to be shared in this way?

Yes

No