

# GLL Lambeth Sports Inclusion Fund

## Application Form

Before applying, please ensure you have read the GLL Lambeth Sports Inclusion Fund Criteria to ensure your project is eligible to receive a Sports Inclusion Fund grant.

Please read our privacy policy, [www.better.org.uk/privacy](http://www.better.org.uk/privacy), before completing this Application Form. Your submission will be reviewed by the Community Sports Team, who will then contact you with their decision in the following weeks.

Please note – failure to complete all sections of this application form or failure to provide required evidence may result in your application being rejected.

Please send your completed application form to [LambethSIF@gll.org](mailto:LambethSIF@gll.org).

### Section 1: Organisation Details

1.1) Organisation Name.

1.2) Project Name.

1.3) Organisation Address.

1.4) Project Lead Details.

1.4.1) Name.

1.4.2) Position.

1.4.3) Email Address.

1.4.4) Phone Number.

1.4.5) Alternative Phone Number.

1.5) Project Support Details.

1.5.1) Name.

1.5.2) Position.

1.5.3) Email Address.

1.5.4) Phone Number.

1.5.5) Alternative Phone Number.

1.6) Safeguarding Procedures.

If you are applying for funding to provide a programme that works with children/young people or vulnerable adults, please tick the box to confirm that your organisation has safeguarding policies and procedures in place. Please attach these procedures to your application.

**Section 2: Project Details**

**Project Specifics**

2.1) Who are your target participants?

Ensure you detail participant age, gender, ethnicity, and any health conditions of those you are proposing to support. Please also state the number of places available for participants.

2.2) What are the aims and objectives of the project?

Ensure you describe how the project's participants and the wider community will benefit.

EXAMPLE

2.3) Please provide a detailed description of the programme to be delivered.

EXAMPLE

2.4) Project Timeline.

<b>Start Date (DD/MM/YYYY)</b>	
<b>End Date (DD/MM/YYYY)</b>	

2.4.1) Please specify the exact dates that the project will **not** run and include a reason as to why. For example; holiday period, break in programme.

2.5) Please indicate when your sessions will take place and the total hours over the course of the project.

Day	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
<b>Start Time</b>							
<b>Finish Time</b>							
<b>Total Hours per Day</b>							
<b>Total Hours per Week</b>							
<b>Total Hours per Programme</b>							

2.6) Venue Address.

2.7) Please mark with a "Y" the areas of Lambeth that your project targets.

<b>Bishop's</b>		<b>Prince's (SE1)</b>	
<b>Brixton Hill</b>		<b>St Leonard's</b>	
<b>Clapham Common</b>		<b>Stockwell</b>	
<b>Clapham Town</b>		<b>Streatham Hill</b>	
<b>Coldharbour</b>		<b>Streatham South (CR4)</b>	
<b>Ferndale</b>		<b>Streatham Wells</b>	
<b>Gipsy Hill</b>		<b>Thornton</b>	
<b>Herne Hill</b>		<b>Thurlow Park</b>	
<b>Knight's Hill</b>		<b>Tulse Hill</b>	
<b>Larkhall</b>		<b>Vassall</b>	
<b>Oval</b>			

### Project Management

2.8) How will you manage your programme?

Tell us about your qualifications, skills, and experience in delivering similar programmes.

EXAMPLE

2.9) Who is involved in the management and delivery of the programme?

Please describe what qualifications you will be ensuring that staff involved in the project possess.

EXAMPLE

2.10) Describe how you will work with GLL and any other partners or agencies in the delivery of the project.

EXAMPLE

2.11) Detail below if your organisation currently uses any GLL facility for any other project. Please include booking name and session time/days.

2.12) How will you monitor the success of the programme?  
Please describe how you will measure the quality of the project and provide evidence of any quality assurance systems that you have in place. Ensure you have detailed the monitoring practices referred to in the GLL Lambeth Sports Inclusion Fund Criteria.

2.13) Please provide information on your sustainability plan to ensure continuation of the project beyond the initial funding period.

### Section 3: Project Budget

3.1) Cost Breakdown.

3.1.1) Fill in the following table with a breakdown of the costs associated with the project and the requested contribution from us.

Project Costs	Amount Applied For (£)
Venue hire	
Staff Costs	
Equipment (Please specify)	
TOTAL	

3.1.2) Use the following to detail any costings that require specification from section 3.1.1. For example, please specify each piece of equipment, its cost, and justification for needing it.

3.2) Please detail any income you anticipate to receive.

Input N/A if you do not expect to receive any income from the sources stated below.

Will participants pay fees?	Yes:	<input type="checkbox"/>	No:	<input type="checkbox"/>
Details of Fees/charges				
	Anticipated Income (£)	Further Details		
Fundraising				
Grants				
Other Funding Sources				
TOTAL				

3.3) Please explain how this programme will provide value for money and what evidence can you provide to support this?

### Section 4: Declaration, Agreement Terms, and Signatures

4.1) Is any member of the Management Committee/Organisational Management or staff an employee of Lambeth Council, Councillor for London Borough of Lambeth, or GLL?  
If yes, please state their name(s) and post(s)/position(s) below:

By submitting a GLL Lambeth Sports Inclusion Fund application, you agree to the following

- To the best of your knowledge, all information provided is accurate and true
- To not apply to multiple funding sources for the same components of the project
- You understand that a successful application does not guarantee repeated future awards
- You have attached to the application evidence of a current and valid affiliation to the relevant sporting body for any organisation you propose to use to deliver the project to ensure
  - o Up to date relevant insurances are in place valid for the duration of the project
  - o Proper procedures and policies are implemented, and appropriate checks are undertaken, with regards to safeguarding of children and vulnerable adults
  - o Staff, coaches, volunteers and other individuals involved in delivering the project are appropriately qualified
- If you propose to deliver the project without using an affiliated sporting organisation, you have attached evidence
  - o That you hold up to date relevant insurances, valid for the duration of the project
  - o Of procedures and policies to be used with regards to safeguarding of children and vulnerable adults
  - o That each individual has had recent checks are undertaken with regards to safeguarding of children and vulnerable adults
  - o That all individuals involved in delivering the project are appropriately qualified

The terms of the grant of funding should your application be successful are:



- The grant received will be spent towards that detailed in the application form
- Evidence must be provided for all costs relating to this grant
- Monitoring will be completed as specified on Page 6
- You will include GLL's, Better's, and Lambeth Council's logos on materials you intend to publish. Any such materials must be approved by GLL and Lambeth Council in advance of being published.

**Failure to meet the above agreement terms may result in the withdrawal of your funding and/or you may be obligated to return the funding in full.**

**On occasions we may request further information from you. We encourage you to respond sufficiently and in a timely manner to avoid any delays in the assessment of your application.**

**By signing and submitting this document you...**

- agree to the "Agreement Terms" specified above and in the GLL Lambeth Sports Inclusion Fund Criteria
- confirm that you are authorised to submit the application on behalf of your organisation/delivery team
- declare that the information given in this document is true and accurate to the best of your knowledge and understand that any contravention made may result in the withdrawal, and/or reimbursement, of GLL Lambeth Sports Inclusion Funding

Project Lead Name:

Project Support Name:

Signature:

Signature:

Date:

Date: