

Application for funding

Further Education Activation Fund

Download version

This version of the application form has been created to give potential applicants a preview of the questions that they will be required to answer during the application process. Applicants will also have the opportunity to upload any supporting documentation at the end of the form.

This form should not be used to submit an application. All applications must be submitted online. If you do not have access to the Internet, or you require any other assistance, phone our funding line on 08458 508 508.

Before you spend time filling in your application, please make sure you know all about the programme and the documents you will need to send us. Information on the Further Education Activation Fund can be found on our website via the funding tab <http://www.sportengland.org/funding.aspx> and then accessible through the Community Sport Activation Fund heading on the left hand side of the page.

You can also contact the funding helpline on **08458 508 508** or email funding@sportengland.org to tell us about your project before going ahead with your application. We can talk to you about whether your project is likely to meet our priorities for funding and give advice on what you need to do to make your application.

Before You Start

Before you spend time filling in your application, please make sure you know all about the programme and the documents you will need to send us. **Advice and guidance on applying can be found here.**

You can also contact the funding helpline on **08458 508 508** or email **funding@sportengland.org** to tell us about your project before going ahead with your application. We can talk to you about whether your project is likely to meet our priorities for funding and give advice on what you need to do to make your application.

Guidance Information *

You can find out about our funding programmes by visiting our **Funding Guidelines web pages**. This information will help you with your application. If you have already read our guidance, please confirm this by ticking the box.

Freedom of Information *

As Sport England is a Public Body we have to comply with The Freedom of Information Act 2000. The Act gives members of the public the right to request any information that we hold. This includes information received from organisations such as:

- grant applicants
- grant holders
- contractors
- people making a complaint

Some information is exempt from The Act, such as personal details. If information is requested under the Freedom of Information Act we will release it. If you think that information you are providing may be exempt from release, you should let us know when you apply.

Please tick the box to confirm your understanding.

Data Protection *

As Sport England is a Public Body, we must comply with the Data Protection Act 1998. We are committed to protecting your privacy and will ensure any personal information is handled properly under the Data Protection Act.

We will use the information you give us on the application form and in supporting documents for:

- assessing applications
- monitoring grants
- evaluating the way our funding programmes work and the effect they have
- reporting statistics to Government

We may also give copies of this information to individuals and organisations such as:

- Accountants, auditors and external evaluators
- Other organisations or groups involved in delivering the project
- Other lottery distributors, government departments
- Other organisations and individuals with a legitimate interest in lottery applications and grants,
- Other organisations for the prevention and detection of fraud.

Please tick the box above to confirm your understanding of Data Protection.

Organisation Type *

Please be aware that the Organisation type you choose needs to be correct as this will create an application that best fits your needs.

If you are unclear on which option to select, please telephone the Funding Helpline on 08458 508 508.

Which of the following categories best describes your organisation?

Where did you hear about us? *

Please select from one or more of the following options and where required, please provide more specific information.

Please click on the button below to continue with your application.

Continue

Please ensure all boxes are ticked prior to pressing continue at the bottom of the page in order to progress to the next stage.

About Your Organisation

Which of the following categories best describes your organisation? * 

Are you a registered charity? * Yes No

Please enter your Charity Registration Number: *

If 'Yes' Selected

Are you a company? * Yes No

If you are a company, are you : *

Please enter your Company Registration Number: *

If 'Yes' Selected

Is your organisation VAT registered? *  Yes No

Please enter your VAT Registration Number. *

If 'Yes' Selected

Do you have public liability insurance? *  Yes No

Please enter your Policy Number *

If 'Yes' Selected

Please provide the following details from your most recent annual accounts 

Account year ending: *



Total (gross) income: £ *

Total expenditure: £ *

Balance at year end: £ *

Savings (reserves, cash, investments): £ *

If your savings are more than your annual expenditure what are they for? 


Guidance

You can download a preview of all of the application form questions by [clicking here](#) 

Eligibility

Sport England cannot fund individuals, sole traders or legally constituted partnerships established to make a profit and who distribute that profit to members.

We can support most non-profit making organisations that have a written constitution, memorandum and articles of association, trust deed or other formal document setting out the organisation's aims and how they operate. We support those organisations established by statute or statutory powers. If you are a county sports partnership or a national governing body of sport you are eligible to apply.

We expect the name on your governing document to be the same as on your application form, your bank account and your financial accounts. This does not mean that all names must be absolutely identical, but you must be able to understand and explain any differences. We expect you to have a governing committee of three or more non-related / non-cohabiting members and have suitable governing controls to manage a Sport England grant. Your constitution should have a charitable, philanthropic or benevolent dissolution clause. There are some complex eligibility areas depending on the funding programme to which you are applying. Please [click here](#)  to access the Funding Guidelines.

If you are applying on behalf of several organisations working in partnership please use this page to describe the lead or host organisation.

Please note:

Copies of your constitution, or memorandum and articles of association will be requested to ensure your organisation has the powers and rights to carry out your project idea.

You do not need to enter £ signs or pence. Please round to the nearest whole number.

Organisation types

Fully constituted club, association or trust:

An organisation (generally within the voluntary sector) with its own constitution or memorandum and articles of association.

If your accounts are showing a deficit or net current liabilities please provide a brief explanation



How many people are involved in running your organisation?

Your Governing body/Committee/Management Board *

Your Volunteers *

Paid Staff *

Local authority: County councils, metropolitan district councils, unitary authorities, district councils and the London boroughs

Local education authority: A local education authority on its own behalf, or on behalf of a community school.

Foundation school or college: Although run by the local education authority, the school retains control over admissions, employment of staff, land and buildings.

Voluntary aided or controlled school: Although financed and maintained by the local education authority, the school's assets are held and administered by trustees.

Independent school or college: A school or college for fee-paying students that does not receive a government grant.

Institute of further education: A college or other institution that provides further education.

Institute of higher education (including universities): A university or college that provides higher education.

Other public sector statutory body: Other public sector organisations established by statute or statutory powers.

National Governing Body: A recognised governing body for sport.

Private sector company or business: A commercially run organisation.

Community Interest Companies (CICS): A limited company created for the use of people who want to conduct a business or other activity for community benefit, and not purely for private advantage.

[Advice and Guidance](#)



Organisation	Contacts	Project	Description	Visits	Budget	Summary
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Project Contact Details

Who should we contact about this project idea?

Tick here if the contact address is the same as the organisation address you registered with

Title *

First name *

Surname *

Position in organisation *

Email address *

Please give the address details for the named contact above.

This address will be used for all correspondence and guidance we send to you

[Get Address](#)

Address line 1 *

Address line 2

Address line 3

Town/City *

County

Postcode *

Daytime Telephone number (landline) *

Evening Telephone number (landline)

Mobile phone number

Second Senior Contact and Payment Contact

Please complete the details for a second senior contact for your organisation (for example, Director, CEO, Treasurer, Company Secretary and so on):

Tick here if the contact address is the same as the organisation address you registered with.

Title *

First name *

Surname *

Position in organisation *

Email address *

Please give the address details for the named contact above.

[Get Address](#)

Address line 1 *

Address line 2

Address line 3

Town/City *

County

Postcode *

Daytime Telephone number (landline) *

Evening Telephone number (landline)

Mobile phone number

Guidance

You can download a preview of all of the application form questions by clicking [here](#) .

We have already received your organisation details, we now need to confirm your contact details.

If the address for the named contact is the same as the organisation address, tick the box and the page will update.

Get Address:

To enter an address, please select the Get Address button. A search will be performed on all Royal Mail addresses to locate the address.

If you do not know the postcode, click on the link where prompted and enter the building number or name, street and town. If there is no address that matches your entry please manually type the address details.

[Advice and Guidance](#)

ProjectContactsGuidance



Your Project Description

What is the title of your project? *

In up to 100 words, please provide a brief summary of your project. *

0 words

What type of application is this? *

- Individual College
 Group of Colleges

If 'Group of Colleges' selected

Please explain why you have submitted a group application and why it includes the colleges that are named? *

0 words

Please name the College(s) involved and indicate their post code and if you have sign off from the Principal(s) of the College(s) involved. *

Name of College	Post Code	Principal Sign Off
There are currently no colleges in the table.		
Name of College:	<input type="text"/>	
Post Code:	<input type="text"/>	
Have you received sign off from the College Principal?	<input type="radio"/> Yes <input type="radio"/> No	
Click 'Add College' to save this information		<input type="button" value="Add College"/>

Guidance

You can download a preview of all of the application form questions by clicking [here](#).

Type of application:

Individual FE Colleges can apply in ONE of the following four ways for this round of funding:

1. Individual application - as the lead applicant for an individual application for their institution,
2. Group application (Lead) – as the lead applicant for a group application including one or more partner colleges,
3. Group application (Partner) – as a partner in a group application including one or more partner colleges, or
4. An individual and a group application – as the lead applicant for a funding application for their individual institution AND as a partner (but not lead) college within one group application. Please note this option is only available for colleges not currently benefiting from Active Colleges Funding.

Primary region where project will take place:

Sport England is specifically seeking projects that will lead to an increase in regular sports participation by students in Further Education Colleges in England:

The nine Sport England regions cover the following areas:

East: Bedfordshire, Cambridgeshire, Essex, Hertfordshire, Norfolk and Suffolk.

East Midlands: Derbyshire, Leicestershire, Lincolnshire, Northamptonshire, Nottinghamshire and Rutland.

London: The 32 boroughs of London and the City of London.

North East: Durham, Northumberland, Tees Valley, Tyne and Wear.

North West: Cheshire, Cumbria, Greater Manchester, Lancashire and Merseyside.

South East: Berkshire, Buckinghamshire, Hampshire, Kent, Oxfordshire, Surrey and Sussex.

South West: Somerset, Cornwall, Devon, Dorset, Gloucestershire, Swindon and Wiltshire and the West (Bristol and Bath, North East Somerset, South Gloucestershire and North Somerset).

West Midlands: Birmingham, Coventry, Dudley, Herefordshire, Sandwell, Shropshire, Solihull, Staffordshire, Stoke-on-Trent, Telford and Wrekin, Walsall, Warwickshire, Wolverhampton and Worcestershire.

Yorkshire: Yorkshire, North Lincolnshire and North East Lincolnshire.

Which sport(s) will your project involve? *

Select a sport from the list below, then click the "Add Sport" button. You can add as many sports as required to the Selected Sports table. If your sport is not listed, please call 08458 508 508 (please note that Football is listed as 'Association Football', Tennis is listed as 'Lawn Tennis' and any adapted versions of specific sports please use 'Adapted Sport')

Select a sport from the list:

Select the national governing body (NGB) that you are affiliated to, if applicable:

If you are affiliated to the NGB please enter your affiliation number:

Add Sport

Sport	Affiliated NGB	Affiliation No
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There are currently no sports in the table.

Where will your project happen? *

Get Address

Address Line 1 *

Address Line 2

Address Line 3

Town *

County

Postcode *

Add Site/Venue

Address Line 1	Address Line 2	Address Line 3	Town	County	Postcode
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There are currently no venues in the table.

National: If your application is for a project covering several regions.

Project Location

Please use the 'Get Address' to find the address(es) of the main site(s) or venue(s) where your project is taking place. Please locate each site and enter into the table by clicking the 'Add Site / Venue' button.

We recognise that some projects may have many locations for the activity. If you are using over 20 sites or venues please enter the 5 principal sites where the activity is taking place. Where it is not possible to enter a project location due to the nature of the activity please enter your Organisation postcode.

[Advice and Guidance](#) 

[ProjectDetails-Guidance](#)

Tell Us More About Your Project

The following questions have been designed to capture the key information about your project. The answers will form an essential part of the assessment process.

1. Your College(s) *

In up to 500 words, please provide us with a brief description of your college(s). Please think about the following:

- Size and demographic make up of your student population(s)
- Layout of college(s) –campuses, location etc
- Existing provision of sport in your college(s)
- Percentage of your student population that you estimate are currently taking part in sport regularly, is there potential to grow this number?
- Major changes that may affect your college(s) sports provision

0 words

2. Student Consultation *

In up to 500 words, please explain how you have consulted with your students about sport and physical activity? 

0 words

In up to 500 words, please outline the findings of your student sport consultation? * 


0 words

3. Delivery and Impact *

Please describe your project including:

- What is the project and what will be delivered
- How will your project enhance existing sporting provision and reach the wider student population including:
 - attracting those students who are currently not participating
 - encouraging those already participating in sport but not regularly
- What areas of the student sports consultation findings will your project address and how?
- Who will coordinate the delivery of the project?

Guidance

You can download a preview of all of the application form questions by clicking [here](#) .

Your project:

Through the Further Education Activation Fund we are looking for projects that provide more opportunities for all FE college students to participate in regular sporting activity that is relevant to their needs and preferences. Insight from previous investment in FE sport has highlighted the following areas as key to creating new and attractive opportunities for more students to take part in regular sporting activity.

1. Widening the sporting offer: through for example, intramural activity, social/informal opportunities, hybrid versions of sports, multi-sport opportunities, new clubs, teams or activities and inclusive opportunities;

2. Utilising spare capacity within the community sport system: improving community club links, developing community clubs to cater for student players where there is excess demand (extra coaches/development of student sections), enhancing links with local sports partners;

3. Workforce: the development of a workforce to drive, promote and deliver student sport and increase student participation, for example; volunteers, sports coaches, officials or activator/co-coordinator type roles. We will consider funding the following roles:

- Apprenticeships
- Full or part time Activator type roles (sports activity delivery role)
- New full or part time sports development roles
- Topping up existing part time sports development roles within a college to create a full time post
- Sports development roles within National Governing Bodies of Sport not in receipt of Sport England Whole Sport Plan funding 2013-17.

4. Facilities and access: the hire of additional facilities or purchase of equipment which will improve access to sporting provision and improve utilisation of external facilities where spare capacity exists. Funding for costs for the use of internal facilities out of normal college hours will only be considered if offered at a discounted rate. Equipment costs can be no greater than £10,000 of your total project costs. In addition, applications including costs for transport must set out how these activities will lead to long term participation if transport cannot be sustained long term.

5. Promotion and marketing of opportunities: developing a variety of regular communication methods to ensure sporting activities are brought to the attention of students throughout the year. This can include a range of formats such as print, social media and online.

6. Inter-College Competition: regular competition at a participation level for new teams or individuals that does not duplicate competition opportunities currently offered by British Colleges Sport (BCS). Funding is also available for local competition or festivals offered at the end of a block of activity to encourage retention. Any new competitions are expected to form a pathway into BCS opportunities if appropriate. Please ensure you liaise with your BCS regional coordinator before submitting an application.

Additional Support:

All applications should demonstrate consultation and involvement with relevant

Please explain how you will communicate and market your project to engage the wider student population?



sporting and non-sporting partners/departments, both within your organisation and externally, who can contribute to the project. Strong applications will have had contact with their relevant CSP, Local Authority, Association of Colleges regional office, BCS and the Principals of all FE colleges involved, as well as contact with other college departments.

[Advice and Guidance](#)

ProjectNeed-Guidance

4. Additionality *

Is your college benefiting from a College Sport Maker (CSM)?

Yes

No

If 'Yes' selected

In up to 500 words, please describe what role (if any) the CSM will play in this project?

0 words

Is the participant target for this project in addition to, or contributing towards your existing CSM participant target ambition (500 word limit)?

0 words

If successful, how will this project and the work of the CSM complement each other (500 word limit)?

0 words

Is your college benefiting from a Round 1 FE Activation Fund project?

Yes

No

If 'Yes' selected


In up to 500 words, what will this project deliver in addition to the existing FE Activation Fund project?

0 words

Are the targets for this project in addition to, or contributing towards the existing FE Activation Fund project targets (500 word limit)?

0 words

5. Partnerships *

In up to 500 words, please describe who you have contacted about this application, what was their involvement and/or advice and how will they support the project in the future? 

0 words

6. Sustainability *

In up to 500 words, please outline how your project will be maintained and grown after Sport England's funding period? 

0 words

People Taking Part

Applications must show how the proposed project will contribute to the following Sport England Strategy outcomes:

- A growth in participation across the Further Education College student population;
- A growth in participation by Further Education College students traditionally underrepresented in sport, including female and disabled learners;
- An excellent sporting experience for Further Education College students already participating in sport regularly to keep them playing sport.

Do people currently take part in sport at your project?

If this project will involve entirely new sporting activities with new participants (rather than the expansion of sporting activities including existing participants) then you should answer 'No' to this question.*

Yes No

Participants Measure

This section will tell us who will take part in your project.

Active Colleges funding is aimed at increasing participation of Further Education Colleges students aged 14 – 19 and students over the age of 19 years. Therefore, Further Education Activation Fund projects should be targeted at the 14 plus age range; the 0-13 age category is not accessible.

If 'Yes' selected

How many people have taken part in sport at your project in the last 12 months, counting each person only once?*

	Aged 0-13	Aged 14-25	Aged 26+	Total
Male	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Female	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Total	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Background

Please tell us a bit more about the background of these people by entering the number or the % of the people from the groups below:

	Number	% of Total
Disability / Limiting long term illness	<input type="text" value="0"/>	<input type="text" value="0"/>
No disability / No Limiting long term illness	<input type="text" value="0"/>	<input type="text" value="0"/>
<hr/>		
Black / Other Minority Ethnic background	<input type="text" value="0"/>	<input type="text" value="0"/>
White	<input type="text" value="0"/>	<input type="text" value="0"/>
<hr/>		
Number of FE College Students *	<input type="text" value="0"/>	<input type="text" value="0"/>
Number of FE College Staff *	<input type="text" value="0"/>	<input type="text" value="0"/>
Number of 'Other'*	<input type="text" value="0"/>	<input type="text" value="0"/>

Targets: How many people will take part in sport at your project?*


The figures you enter below should be the cumulative number of individual people expected to take part in your project, keeping a 'running count' from the start of delivery of the sports activities enabled by Sport England funding.

Each participant should only be counted once however many times they might take part

You should enter figures for the number of years for which you are applying for funding by clicking and completing the relevant yearly tab (i.e. for a three year project you will need to complete the 'Year 1 Targets', 'Year 2 Targets' and 'Year 3 Targets').


Enter the cumulative totals you expect to have reached by the end of each year (i.e. the number of new participants for that year plus the total number of participants from the previous year). For example, if you hope 10 people will take part in year 1 and in year 2 five additional brand new people will take part, as well as the original 10 from year 1, the figure you enter for year 2 should be 15. This will show an increment of 5 in year 2.

Guidance

You can download a preview of all of the application form questions by clicking [here](#) .

Measuring Impact

You will be prompted to provide baseline and target figures for a number of different standard Sport England measures depending on your response to the questions in the 'Measuring your Project's Impact' section of this form.

Please complete the Participant & Throughput Calculator that will help you establish realistic targets .

Baseline Figures

You need to provide baseline figures for each measure that you plan to report to Sport England. If your project is not completely new but is enhancing sports activities at an existing venue/club/project you need to provide figures for the most recent 12 months. If actual figures are not available for any of the categories you may provide best estimates. If your project is completely new you should enter '0' for the baseline figures.

Target Figures

If your project covers more than one year, Sport England needs to know the numbers that you expect by the end of each year. The numbers should be cumulative, keeping a "running count" from the start of delivery of the sports activities or completion of the capital works for which you are seeking funding.

Participants Measure

This measures the number of people who you expect will participate and benefit from your project at least once during the course of the project.

Active Colleges funding is aimed at increasing participation of Further Education Colleges students aged 14 – 19 and students over the age of 19 years. Therefore, your project should be targeted at the 14 plus age range. Please ensure that your participant breakdown does not include participants from the 0-13 age range and you should enter a '0' for the 0-13 category.

It is acknowledged that there may be other beneficiaries from your project, however at least 80% your overall participant measure should be in the 'students in FE colleges' category

Participants Measure Example

The figures you enter should be the cumulative number of individuals expected to have participated at your project, keeping a "running count" from the start of delivery of the sports activities enabled by Sport England funding. The number of individuals who you expect to start participating at your project each year should be added to the cumulative total from the previous year. For example, if you expect 200 individual people to take part in sport at your project in year one, a further 100 people to start participating at your project in year two, and a further 150 to start in year three, the figures you would enter should be 200 in year one, 300 in year two and 450 in year three. Any people who may no longer be taking part at your project by the end of each year should still be included in the cumulative totals.

	Year 1 Targets	Year 2 Targets	Year 3 Targets		
	Aged 0-13	Aged 14-25	Aged 26+	Total	Increase
Male	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Female	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Total	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Background

Please tell us a bit more about the background of these people by entering the number or the % of the people from the groups below:

	Number	% of Total
Disability / Limiting long term illness	<input type="text" value="0"/>	<input type="text" value="0"/>
No disability / No Limiting long term illness	<input type="text" value="0"/>	<input type="text" value="0"/>
<hr/>		
Black / Other Minority Ethnic background	<input type="text" value="0"/>	<input type="text" value="0"/>
White	<input type="text" value="0"/>	<input type="text" value="0"/>
<hr/>		
Number of FE College Students *	<input type="text" value="0"/>	<input type="text" value="0"/>
Number of FE College Staff *	<input type="text" value="0"/>	<input type="text" value="0"/>
Number of 'Other' *	<input type="text" value="0"/>	<input type="text" value="0"/>

Accompanying notes

The box below is for any notes you may wish to add to explain your figures

Throughput Measure

This section will tell us the number of times that individuals will participate in sport at your project. This is known as throughput, or 'attendances'.

Before completing this section please fill in the [Throughput Calculator](#). This will help you calculate realistic throughput targets.

Baseline Figures

How many times did people take part in sport at your project in the last 12 months?*

This 'Baseline' throughput figure is the total number of attendances for the past 12 months.

Baseline - Last 12 months

Targets: How many times will people take part in sport at your project?

The figures you enter below should be the number of instances people come along and take part in sport at your project, keeping a 'running count' from the start of delivery of the sports activities enabled by Sport England funding.

Every attendance counts as one (i.e. two participants attending 10 times each will give a throughput figure of 20).

You should enter targets for the number of years for which you are applying for funding.

Enter the cumulative totals you expect to have reached by the end of each year (i.e. the number of attendances for that year plus the total from the previous year).

Total Target at end of Year 1 *

Total Target at end of Year 2 *

Total Target at end of Year 3

Accompanying notes

The box below is for any notes you may wish to add to explain your figures

Each person must only be counted once, no matter how many times they participate. Care is needed to avoid double counting.

If you expect 200 individual people to take part in sport at your project in year one and then the same 200 individuals (and no new people) to take part in years two and three, then the figures you would enter would be 200 in year one, 200 in year two and 200 in year three.

Throughput Measure Example

Each year's attendances should be added to the previous year's cumulative total, keeping a continuous "running count". For example, if you expect 10,000 "attendances" in year one and 15,000 in year two, the cumulative total expected by the end of year two is 25,000. If 20,000 attendances are expected in year three, the cumulative year three total will be 45,000.

Increment on Year

When you enter annual target figures, the difference between the total figure and the total figure provided for the previous year will appear automatically in the "Increment on year" column.

Baseline and Target Reporting Periods

Baseline figures should be provided for the most recent 12 month period where data is available. Year one target figures should relate to the 12 months from the start of delivery of the sports activities, or completion of the capital works, for which you are seeking funding. If your project is required to report for more than one year, the target figures for year two should relate to the 12 months from the end of year one and so on for all subsequent years. For example, if you were applying in April 2011 for a project expected to start in September 2011, then you would provide baseline figures for April 2010 to March 2011, year one target figures for September 2011 to August 2012 and year two target figures for September 2012 to August 2013.

Prior Commitments

Sport England cannot fund aspects of a project that an organisation has previously committed itself to.

[Advice and Guidance](#)


How will you collect the measurement information, and who will be responsible for it?*

If you need to estimate the figures, please explain the basis on which you calculated your estimate. There are some notes in the guidance on the right hand side of the page to help you.

When will your project start ? (dd/mm/yyyy)* 

When will your project finish ? (dd/mm/yyyy)* 

Have You Started Work Yet?


Other than essential project development work, costs and/or fees, has your organisation begun work, or made any binding commitments to begin work, in respect of your project? * 

Yes No

If 'Yes' selected

Please tell us about the aspects of the project to which you are committed. Please be aware that Sport England cannot fund any activity that has already started.*

Sports Opportunity

Does your organisation restrict access/membership on the grounds of race, creed, colour, gender, sexual orientation, age, disability, occupation, religion or political persuasion? * 

Yes No

If 'Yes' selected

Please tell us the reasons for restricting access / membership *



Organisation	Contacts	Project	Description	Visits	Budget	Summary
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Project Budget

Project Cost Breakdown

Please provide a detailed breakdown of the total cost of your project. *

Item or Activity	Description	How have you calculated this?	Total Amount (£)	Amount requested from Sport England (£)
eg. Capacity – Other <input type="text"/>	Hire of Sports Hall	3hrs per week x 48 weeks per year x 3 years x £25 per hour	<input type="text" value="10800"/>	<input type="text" value="24000"/>
<input type="text" value="Please select..."/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

[Click Here to Add](#)

There is currently no breakdown of costs in the table.

An additional Budget and Financial Plan will need to be completed and submitted which explains in more detail the yearly breakdown of your costs.

Partnership or Other Funding

Do you have any other cash funding for your project? *

- Yes
 No

If 'Yes' selected

Organisation Name	Organisation Type	Amount (£)	Confirmed?
<input type="text"/>	<input type="text" value="Please choose:"/>	<input type="text" value="0"/>	<input type="text" value="Please choose:"/>

[Click Here to Add](#)

There is currently no other partnership or other funding in the table.

Non-cash or In-kind Funding

Do you have any non-cash or in-kind funding for your project? *

- Yes
 No

If 'Yes' selected

Organisation Name	Organisation Type	Amount (£)	Description of contribution and how the value was calculated	Confirmed?
<input type="text"/>	<input type="text" value="Please choose:"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="Please choose:"/>

[Click Here to Add](#)

There are currently no non-cash or in-kind contributions in the table.

Guidance

You can download a preview of all of the application form questions by clicking [here](#) .

You do not need to enter £ signs or pence. Please round to the nearest whole number.

The project budget you enter here must balance, demonstrated by the equation below:
 $a + b + c = d$

- (a) Amount of funding requested from Sport England
- +
- (b) Partnership Funding
- +
- (c) Non-cash Contributions
- =
- (d) Total Project Cost

Sport England Funding

Applicants can apply for grants between £30,000 and £180,000 over a two or three year period. Applications that benefit students from one FE college will be eligible to apply for between £30,000 and £90,000. Applications involving students from a group of FE colleges will be eligible to apply for between £50,000 and £150,000.

Partnership Funding

As with all Sport England funded programmes an element of partnership funding will be required for all Further Education Activation Fund projects. The required amounts of partnership funding are below:

Capacity (full time or part time sports development)- A minimum of 30% of the total costs to fund a part time sports development post or top up an existing part time sports development role within an FE college, or a sports development role within a community sport organisation. This will need to be a cash contribution. Please note, this partnership funding requirement applies to all costs associated to the post (eg salary, on-costs, set up).

Capacity – delivery roles - A minimum of 20% of the total costs to fund all other workforce roles that are eligible for funding (eg apprentices, activators and coaches). This can be a cash contribution or a mix of cash (minimum 10%) and in-kind funding. Please note that for apprenticeships the partnership funding is -

Delivery - A minimum of 20% of the total costs to fund all other non workforce related elements of your project. This can be a cash contribution or a mix of cash (minimum 10%) and in-kind funding.


Please complete the Budget and Financial Plan. This will provide you with the required amounts of partnership funding based on your project costs.

[Advice and Guidance](#)

Total Project Cost	Amount (£)
Amount requested from Sport England	(£) 0
Amount of Other Funding	(£) 0
Total Project Cost	(£) 0

How has VAT been addressed within your project costs ? * 

Application Review





These are the essential documents that will be required before an award will be made. Please ensure that you can provide the appropriate documentation before submitting your application. Please note that your application will not be processed for assessment until all the required documents are received. 

We also need to see your **Project Delivery Plan** and a **Budget and Financial Plan**. We have provided templates for these which we encourage you to use. These can be downloaded [here](#) 






Please upload your supporting documents below before clicking the Submit button. Alternatively you can email them to us at funding@sportengland.org but these must be received by 5pm on Monday 20th January 2014. Please remember to quote your URN on all emails. If you need any assistance please call our funding helpline on 08458 508 508.

Documents We Need To See

• Governance and Ownership - How You Run Your Organisation

	Attached File	Upload by Email	N/A
1. A photocopy of the Governing Document. For example, this may be a constitution, memorandum and articles of association, trust deed or other formal document (not required for statutory bodies) 	<input type="radio"/>	<input type="radio"/>	
2. A photocopy of most recent audited or accountant verified accounts (not required for statutory bodies) 	<input type="radio"/>	<input type="radio"/>	
3. Photocopies of last 3 bank statements (not required for statutory bodies) 	<input type="radio"/>	<input type="radio"/>	
4. Child Protection Policy (if your project involves children under the age of 16) and a Vulnerable Adults protection policy (if your project involves vulnerable adults) 	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

• For This Project

	Attached File	Upload by Email	N/A
5. Written details of your partnership arrangements 	<input type="radio"/>	<input type="radio"/>	
6. Evidence of confirmed partnership funding 	<input type="radio"/>	<input type="radio"/>	
7. Project Delivery Plan 	<input type="radio"/>	<input type="radio"/>	
8. Budget and Financial Plan 	<input type="radio"/>	<input type="radio"/>	
9. Job Description and Person Specification 	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10. Throughput Calculator	<input type="radio"/>	<input type="radio"/>	

Please provide any documentation that is relevant to your project.
Any documentation held in digital form should be uploaded using the form below.
(Maximum file size for each uploaded document is 10 MB approx.)

<input type="text"/>	<input type="button" value="Browse..."/>
<input type="button" value="Upload File"/>	

There are currently no files uploaded.

Thank you for entering the information required in applying for Sport England funding

Please review the answers you have given with reference to the policy documentation and ensure you have provided the information required.

[Advice and Guidance](#)

[Printable Version Of Application](#)

You will only be able to submit your application when the funding programme opens. Please visit www.sportengland.org/funding.aspx to read our programme information and guidelines about the dates for funding rounds.

Please tick this box to indicate that the information you have provided is true and correct to the best of your knowledge.

Application Summary

Page Name	Status
Organisation	Completed
Contacts	Completed
Project	Completed
Description	Completed
Visits	Completed
Budget	Not Yet Started
Summary	Not Yet Started