

Leisure, Open Space and Community Facilities Services – Sport and Physical Activity Development Grant Application Form

Please read the Introduction to the Sport and Physical Activity Development Grant Scheme, the relevant Criteria, and the Application Timetable before you complete this form.

1. Name of Organisation/Individual									
2. Name (main contact for this application)									
Address									
Post Code									
Tel./Fax									
E-mail									
Position held in Organisation									
Payments are made by BACS. Please provide your bank details.									
Name of Bank or Building Society									
Account Name									
Account Number	<table border="1" style="margin: auto; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> </tr> </table>								
Sort Code	<table border="1" style="margin: auto; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> </tr> </table>								
3. Aims or purpose of Organisation (Please include a brief history; number of members/clients and or groups that benefit from your activities, the address where your group/organisation is based or where your activities take place if different from the address in section 2. Please provide a copy of your constitution or set of rules if applying as a group, which should state that your group is open to all)									

Continue on a separate sheet if necessary.

- 4. Full description of project or initiative** (including key dates and milestones. Please ensure details are also provided on the sustainability of your project, as well as any aspects of community involvement)

Continue on a separate sheet if necessary.

- 5. Details of necessary permissions, consents, and licences sought or received (if applicable). Please include details of Sports Affiliation and/or club membership.**

6. Estimated total cost of project or initiative £

Amount of grant aid requested £

Who have you approached for funding, and with what success?

What will the grant be put towards? (Please list items here and include evidence such as quotes. Where possible please seek 3 quotes to find a best value)

Supplier	Item	Cost

7. How are you ensuring value for money in the project or initiative?

8. Which parts of Basildon Borough will your initiative benefit?

(Please tick appropriate boxes)

Billericay area

Central Basildon

(Nethermayne/Fryerns)

East Basildon

West Basildon

(Pitsea/Vange)

(Laindon/Langdon Hills/Lee Chapel Nth)

10. IMPORTANT - Please ensure you have provided the required evidence with your application form, including:

- A copy of your Organisation's Constitution or set of rules (if applying as a group)

PLEASE DO NOT SEND ORIGINAL DOCUMENTS

Please note that information supplied as part of an application to the Sport and Physical Activity Development Grant will be shared with other council departments and relevant third parties for the assessment of your application and for the prevention and detection of fraud. Information and photographs supplied as part of an application to the Sport and Physical Activity Development Grant may also be used to publicise the grant scheme.

I confirm that the information provided in this form is correct and complete to the best of my knowledge and I am aware that if I knowingly provide information that is incomplete or incorrect action may be taken against me, possibly leading to legal action. I have read, understood and accept the conditions of the Sport and Physical Activity Development Grant as detailed in the following documents:

- Introduction to the Sport and Physical Activity Development Grant Scheme
- Criteria for Individuals / Criteria for Groups
- Application Timetable

Signed:

Date:

11. Where did you hear about this grant?

Local Newspaper (please state)

Basildon, Billericay & Wickford CVS (Newsletter, Bulletin, etc.)

Basildon Borough Diary

Other Voluntary Group

Other Website (please state)

Other funder (please state)

Basildon Council Website

Leaflet, flier or poster

Other (please state)

Please send your completed application form and the necessary enclosures to:

Email

communitiesteam@basildon.gov.uk

Address

Voluntary Sector Development Officer
 Basildon Borough Council
 Basildon Centre
 St Martin's Square
 BASILDON
 Essex SS14 1DL

Basildon Borough Council is committed to promoting equality and welcomes applications from all sectors of the community. Applications will be treated fairly regardless of race, gender, disability, sexual orientation, age, status, religion or belief.

If you would like to find out more about how Basildon Borough Council uses your personal data please go to <http://www.basildon.gov.uk/privacy>