

# GLL NEWHAM PHYSICAL ACTIVITY INCLUSION FUND

Please read through the guidance and terms and conditions before completing.

**Applicant:** ☐ Organisation ☐ Club ☐ Youth Group ☐ Community or Voluntary Sector Organisation  
(circle as appropriate)

**Name and address of applicant:**

**Name and description of the project/service the funding will be supporting?**

(500 words max)

**Why is this project needed?**

**What are the demographics of the people you will be engaging - age, gender, ethnicity?**

**How many sessions will be delivered over what time period and how often?**

**Please explain how you plan to engage with your desired target audience to achieve your desired aims and objectives?**

(250 words max)

**How do you plan on engaging your desired audience?**



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How will this improve the area/increase participation in sport and physical activity?

(500 words max)

Can you explain in the medium to long-term, how you plan to ensure the sustainability of your project/initiative?

Do instructors/coaches have a valid DBS check? If applicable

☐ N/A

☐ Yes

☐ No

Please tick the theme that a Newham PAIF grant will assist with.

(You can tick more than one box)

☐ Increase community cohesion

☐ Club development

☐ Improve health and wellbeing

☐ Increase participation

## Financial Information

Amount of funding requested:

### Expenditure

What will be the total cost of this event/project/scheme/training programme:

Please give a breakdown of costs for this project.

| Item  | Cost  |
|-------|-------|
| <hr/> | <hr/> |
| <hr/> | <hr/> |
| <hr/> | <hr/> |
| <hr/> | <hr/> |
| <hr/> | <hr/> |

### Income

Are there other sources of income/match funding for this event/project/scheme?

|               |       |   |       |
|---------------|-------|---|-------|
| Income source | <hr/> | £ | <hr/> |
| Income source | <hr/> | £ | <hr/> |
| Income source | <hr/> | £ | <hr/> |

Please identify the total annual income figure that is applicable to your organisation

☐ £50,000 per annum or less ☐ £100,000 per annum - £250,000 per annum ☐ More than £250,000 per annum

Bank account number: 

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 Bank sort code: 

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Name of bank account: 

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**Details of the applicant:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Postcode: \_\_\_\_\_ Email: \_\_\_\_\_

Telephone (Day): \_\_\_\_\_ Telephone (evening): \_\_\_\_\_

**Contact Person:**Title: ☐ Miss ☐ Mrs ☐ Ms ☐ Mr Name: \_\_\_\_\_

Address for correspondence: \_\_\_\_\_

Postcode: \_\_\_\_\_ Email: \_\_\_\_\_

Telephone (Day): \_\_\_\_\_ Telephone (evening): \_\_\_\_\_

**Aims and purpose of the applicant:***(organisations/clubs and schools only)*

1. What kind of organisation/club are you?:

2. What does your organisation/club do and who currently uses your services?

3. Why is your organisation well placed to deliver this project?

3. What date did your organisation/club start?

4. Date constituted: \_\_\_\_\_

5. How many people are in your organisation/club? \_\_\_\_\_

Volunteers:

Part-time staff:

Management committee:

Members (if appropriate):

**Please enclose the following:***(organisations/clubs and schools only)***Charity number/ Affiliation Number with Associated body (if applicable):** \_\_\_\_\_**Please tick to confirm that you have enclosed the following documents**Your equal opportunities/  
child protection policyLatest bank account/  
record of accounts

A copy of your insurance documents

How did you hear about the Newham Physical Activity Inclusion Fund?

- ☐ Word of mouth ☐ Newham active communities webpage ☐ Poster/ Flyer ☐ Other
- ☐ At a local Better facility ☐ Email ☐ Social media

If other, please specify



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Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Print name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Position (if in group): \_\_\_\_\_

**You should send your completed application to:**

Email: [activecommunitiesnewham@gll.org](mailto:activecommunitiesnewham@gll.org)

Any late applications will be forwarded to the next round of funding.

**Terms And Conditions Of Grant**

GLL Newham physical Activity inclusion fund will award grants that will assist in raising awareness, participation and competition, along with sports activities that promote sport to all Newham residents and Newham based clubs and organisations. The following conditions are intended to:

- Ensure that grants are spent for the purposes for which they are given;
  - Make certain that Newham PAIF is informed promptly of any significant changes in schemes being supported; and
  - Ensure that Newham PAIF receives a proper account of the outcome of the scheme.
1. Grants must be used solely for the purposes set out in the application, and on the basis that the Newham PAIF committee approved it. If for any reason grant holders need to make any substantial changes to their use of grants, written permission to do so must be obtained from the Newham PAIF committee before doing so.
  2. All grant holders must keep full financial records. Evidence of expenditure of the grant will be required.
  3. Grant holders' accounts must be independently audited/inspected as required by legislation at the end of the financial year.
  4. Newham PAIF committee members or officers acting on their behalf at any reasonable time must make records and information available for inspection.
  5. The Newham PAIF committee reserves the right to claim back any grant where the organisation ceases to operate, the purpose of the funding no longer exists, or it has not been used for the purpose it was granted, or the terms and conditions of funding are broken, or it is discovered that the application or supporting documents submitted by the grant holder gave false or misleading information.
  6. The grant must be spent as soon as possible but in any case within 6 months of receipt.
  7. **All grant holders must complete a monitoring form to provide information on how the grant has been spent. The form must be submitted to Newham PAIF within 12 months from the date of award of the grant. Forms will be sent to successful applicants or can be requested from [activecommunitiesnewham@gll.org](mailto:activecommunitiesnewham@gll.org)**
  8. Newham PAIF may publish details of awards made. The Newham PAIF committee should be acknowledged in any publicity or information relating to the activity for which the grant has been awarded.
  9. All grant holders must comply with equalities legislation and must promote equality and good community relations in all areas of their work and the activities for which the grant has been awarded.
  10. Equipment purchased from the grant must be used as specified in the application. Equipment must not be sold or disposed of without first receiving Newham PAIF's committee agreement in writing. An organisation may be required to pay back a proportion of the sale price, depending on the reasons for sale/disposal.
  11. Newham PAIF's committee will make its decisions based on the quality of application and will be looking to fund as broad a range of projects and sports as possible.

I/we have read and understand the terms & conditions set out in this document and agree to adhere to them.

Are you happy to be sent promotional material from the GLL Active Communities Team

☐ Yes

☐ No

Name: \_\_\_\_\_

Status (within group): \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_



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