

Please detail below how this grant will be used to support your project.

Please detail your project and how it will meet the guidance and assessment criteria detailed overleaf (no more than 500 words, continue on separate sheet if needed.)

Please don't forget to include on separate sheets:

- 1 A brief project management plan including time frames
- 2 Project budget including details of other sources of funding (income and expenditure)

Please sign and date below confirming agreement to the conditions of the grant.

I confirm that the project, detailed above, and its delivery will meet Clubmark and or Suffolk Safeguarding Children Board standards with regard to working with children and young people (available on request and at [www.suffolkscb.org.uk](http://www.suffolkscb.org.uk)).

I confirm that the project, detailed above, as far as possible will promote good practice to ensure that all members of the community receive equality of consideration when using or seeking involvement. The project will plan and provide opportunities in a manner that is fair and sensitive to the diversity of needs in the community.

I agree to provide a written report on the template provided, evaluating the project including Monitoring and Evaluation figures.

**Name :** **Signature:** **Date:**

CLOSING DATE: 31 December 2009

Please return to:  
Team Ipswich and Free Rein Sports Revenue Grants  
5e Grafton House  
15-17 Russell Road  
Ipswich IP1 2DE



teamipswich  
Ipswich Borough Council

# Revenue Grants to Sporting Organisations

An annual programme of small grants designed to assist Ipswich in becoming the most active town in the East of England

The revenue grants programme is administered by Team Ipswich on behalf of Ipswich Borough Council. The grant fund is supported by partners Free Rein.



free rein



IPSWICH  
BOROUGH COUNCIL

## Application guidance ▼

An annual programme of small grants is available through Team Ipswich for Ipswich based sports clubs and organisations. The programme is designed to assist Ipswich in becoming the most active town in the East of England.

Grants typically range from £200-£500 per grant. To ensure the grant aid is put to the best possible use the following guidelines will assist applications. Successful applicants will be invited to a reception where a presentation of the grant cheque will be made. Projects may support one or more of the following outcomes:

- **New Community event to encourage increased participation in sport**
- **New school-club links programme**
- **New holiday activity delivered to the community**
- **New coach development programme**
- **New initiative to increase volunteers in sport**
- **New initiative to increase levels of club membership**
- **Celebrate and contribute to Ipswich's legacy around the 2012 London Olympic and Paralympic Games**

A maximum of one project per organisation per theme will be awarded. (Bids for multiple projects are encouraged.)

Total project costs should exceed the level of grant made.

Applications are to be accompanied by a project budget showing how other investment and or contribution will meet the total cost.

Project costs can include equipment, coaching, qualifications, education courses, facility hire and publicity to support the project.

The grant fund supports new or additional activity. Ongoing costs and previous work cannot be met.

Applicants must consider how the project will continue into the future.

The project must show close links, work with or be affiliated to a recognised governing body of sport.

All activities of the project must take place in Ipswich.

A project report including costs and impact will be required upon completion in a format provided by Team Ipswich.

**Applications deadline: 31 December 2009**

**Notification of awards: 15 January 2010**

**Presentation of grants: 28 January 2010**

**Projects delivered: by end of October 2010**

**Project report submission: end of November 2010**

### Criteria for assessment and supporting evidence requested

- A The project's ability to celebrate and contribute to Ipswich's legacy around the spirit of the 2012 London Olympic and Paralympic Games.
- B Projects will be assessed according to its impact and ability to either:  
Increase adult participation in sport and activity  
Increase numbers of people volunteering in sport  
Increase levels of qualified coaches  
Increase levels of sports club membership  
Increase children & young people's participation in positive activities
- C The projects ability to include/target priority groups of unemployed, disabled, people on low income, women & girls, ethnic backgrounds, young people or older people.
- D The projects ability to engage with the community and deliver according to its plan while considering continued delivery.
- E How the project budget will meet delivery through value for money and its ability to utilise other sources of funding enabling it to meet its aims.
- F The applicant's agreement and ability to meet the Equal Opportunities statement.
- G The applicant's agreement and ability to meet Suffolk Safeguarding Children's Board standards.

## Application form ▼

### Team Ipswich and Free Rein Sports Revenue Grants 2009-10

Project name:

Applicant Group, Club, Individual or Organisation name:

Contact details for application

Name:

Post title (if appropriate):

Address (including postcode):

Telephone: Day/Evening  d:  e:  Email:

Website (if appropriate):

Amount applied for: £

Total project cost: £

Who should cheques be made payable to if successful:

How many people are likely to benefit from your activity/project:

New Participants (taking part):

Existing participants receiving more activity:

New qualified coaches:

New volunteers:

New club members:

Is your project directed at, or of particular relevance to particular community groups? Yes/No (if yes please ✓)

Black or ethnic minorities

Disabled people

People on low income

Women and girls

Young people

Older people