

Name of contact:	
Name of organisation:	
Address:	
Telephone:	
Email:	
Project Name:	

Hinckley & Bosworth
Staying Healthy Community Grant Scheme 2011/12

This application should be completed after reading the '*Staying Healthy Community Grant Scheme 2011/12 Guidance Note*'

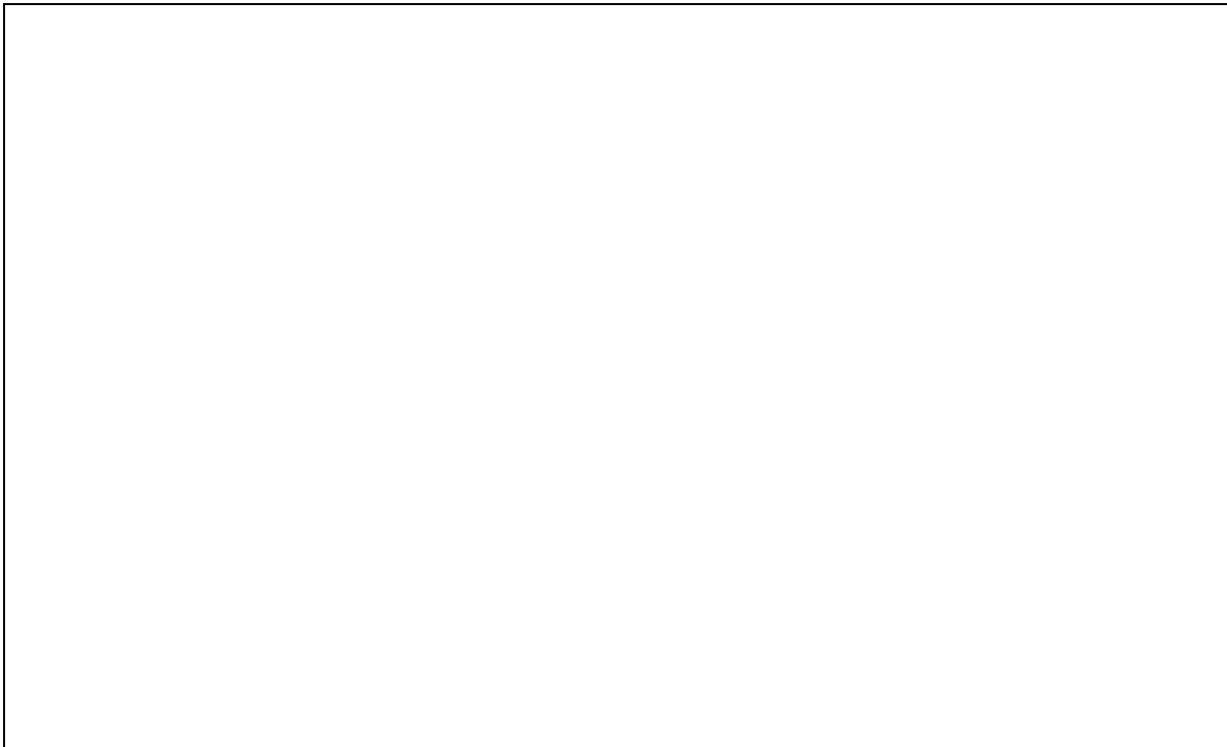
1. Provide below a brief outline of your project proposal covering:-
 - Timescales ie project start/end date(s)
 - Details of what the project is and where it will take place
 - Organisations you will work with
 - Number of people expected to engage

Please return to: Karen Mason, Sports Development Manager, Cultural Services, Hinckley & Bosworth Borough Council, Argents Mead, Hinckley. LE10 0FH. Karen.mason@hinckley-bosworth.gov.uk

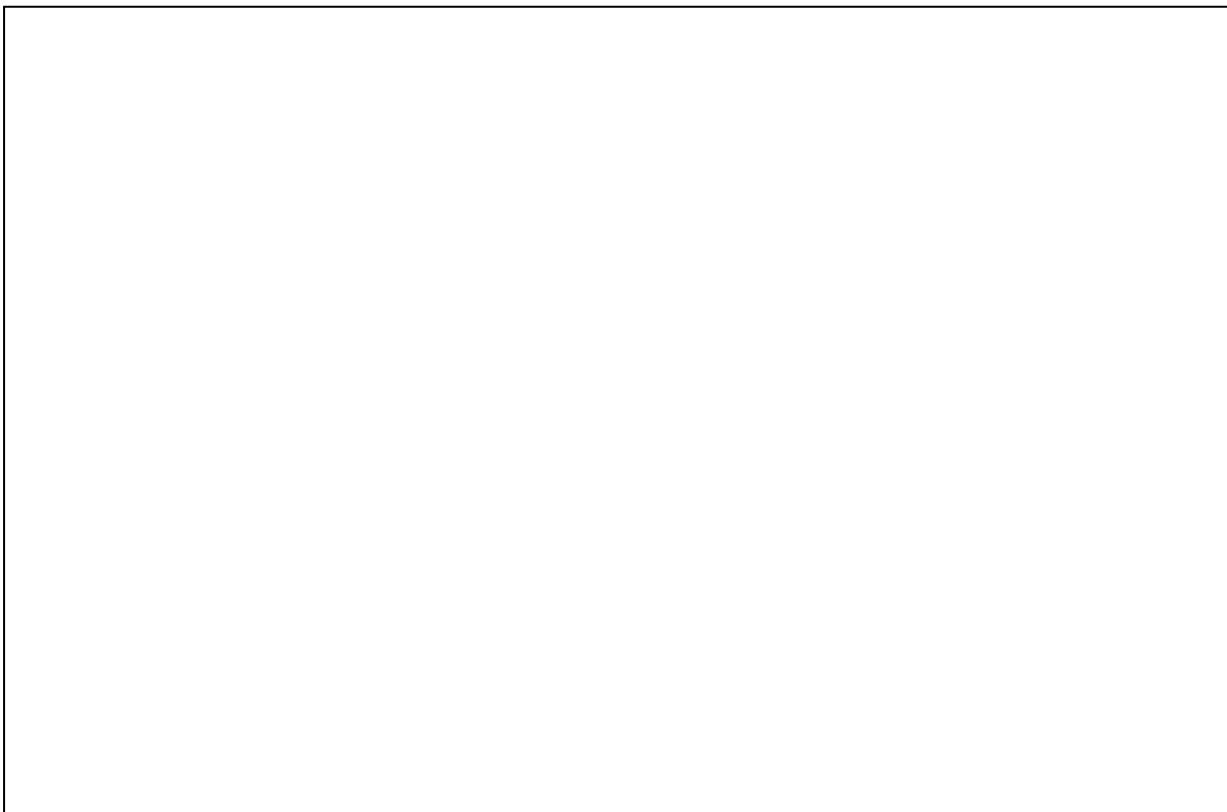
2. Please provide a rationale for your project including how your project will address the priorities of the Hinckley & Bosworth Health and Well Being Partnership.

3. The panel will take into account 'cost' in its decision (as submitted in section 6 below), but will also take into account 'quality', 'innovation' and 'additionality' in reaching conclusion about value for money. Please evidence how your project will achieve **value for money**.

4. How will your project address sustainability beyond March 2012?



5. Outcomes: Please identify what the key outcomes will be for the project.



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6. Please state the Anticipated Budget for the whole project (you may be required to give proof of expenditure if successful)

EXPENDITURE				
Staffing Costs (this could be free/in kind)				
Number of staff	Type of staff	Total staff hours	Rate of Pay	Total staff costs
<i>i.e. 2</i>	<i>Dieticians</i>	<i>5 hrs x 2 s = 10hrs</i>	<i>£20 per hour</i>	<i>£200</i>
Facility / Venue hire				
Marketing & Communication				
Volunteer expenses				
Equipment				
Training				
Other (please detail)				
TOTAL EXPENDITURE (for whole project)				
Total funds requested through ' <i>Staying Healthy Grant Scheme</i> '.				
Match funding from other sources (please specify from where and how this won't 'double fund' the project)				

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Organisation standards check list

To be eligible for the Staying Healthy Community Grant Scheme your organisation must confirm it meets the following standards:

Organisational Standards	Please Tick
The organisation can evidence it has effective Safeguarding procedures in place, with staff and volunteers have appropriate Criminal Record Bureau (CRB) checks or equivalent.	
The organisation can demonstrate it has a robust approach to implementing Safeguarding procedures and responds appropriately to any concerns raised.	
The organisation can demonstrate a commitment to equality of access and opportunity in principle and practice, including compliance with DDA.	
Premise, staff, volunteers and users are appropriately insured for the activity delivered.	
The organisation can demonstrate effective Health and Safety practice, which it routinely uses to ensure safety for those associated with the project.	
The activity will be staffed and managed by appropriately skilled workers, with appropriate qualifications where appropriate and necessary.	
The organisation has a bank account (payments cannot be made to any individual's personal bank account) and if required to do so will be able to provide a clear and transparent audit trail.	
The organisation agrees to complete project monitoring reports and one case study as requested.	
By applying for funding your organisation agrees to cooperate with any monitoring visits that may be undertaken.	

Hinckley and Bosworth Health and Well Being Partnership reserve the right to challenge and investigate the validity of these statements and may refuse to fund a project if they are not satisfied.

SIGNATURES

I declare that:

- a) to the best of my knowledge the information given on this application is accurate
- b) I understand that the information provided in this form may be circulated and discussed with any person or organisation helping to evaluate our project.
- c) The project will complete a project monitoring form by the deadline stipulated.

Name

Position

Signed

Date

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