



# **Scottish Junior Sports and Health Trust**

*Scottish Registered Charity No: SCO37302 (Founded 2006)*

**Welcome to The Scottish Junior Sports and Health Trust.** Through our grants programme we aim to support projects which will provide opportunities for children and young people to take part in healthy sport and physical activities.

The Trust's three key objectives are to:

1. Encourage, fund and lead schemes which build every day physical activities into the lives of Scotland's young people.
2. Ensure that these activities are inclusive so that all Children and Young People are given the best opportunities.
3. Identify talented youngsters and give them the opportunity to have their talent developed to its fullest potential.

We have tried to make the application process as straight forward as possible to give you the best chance of success.

Please make sure you fill in each section clearly and completely. To support you with this we have developed some "Guidance Notes" that will hopefully help you understand what information we need. If you have any questions or want an initial conversation about whether your project is suitable, please email them to [info@sjst.co.uk](mailto:info@sjst.co.uk) where we will get back to you with further guidance.

Send your completed application form to Scottish Junior Sports and Health Trust by email to [info@sjst.co.uk](mailto:info@sjst.co.uk) with the subject line "Grant Application".

## Section 1 - About Your Group

This section should be completed by the person representing the organisation and acting as the key contact. It tells us about you and your organisation and gives us all the practical details we need to process your application.

Organisations Details			
Organisation Name		Email:	
Address:		Town / City:	
Postcode:		Region:	
Telephone (daytime):		Telephone (evening):	

Correspondence details (if different from those above)			
Title:		First Name:	
		Surname:	
Position held:		Email:	
Address:		Town / City:	
Postcode:		Region:	
Telephone (daytime):		Telephone (evening):	

Further Details:		
Do your group/organisation have a constitution or Memorandum and Articles of Association	Yes	No

If your application is successful, you will be required to provide a copy of these documents before funds can be transferred and delivery commence.

## Section 2 - About the Project

This section tells us all about the project. Give as much detail as possible - the more we know, the easier it will be to assess your application.

Project Details			
Name of Project:			
Start Date:		End Date:	

### Project Outline (Please give a top line overview of the project)

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### Evidence of need:

(Please give details of any evidence that you have that indicates your project is needed. This can include conversations with partners, community consultation or local data.)

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### How will your project contribute to the aims of the Trust:

(Please specify which aims it is target. Your project does not need to address all you please be tangible and specific)

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**How will the project activity continue after the funded period:**  
(Please outline how you will ensure that the project will continue once the funding provided has been spent)

**Target Audience:**  
(Please indicate who will be the primary target audience to participant in your project.)

**Anticipated outputs**

Please indicate what you will measure (Outputs) in terms of participants, volunteers, coaches who you anticipate will benefit from the project, if funding is provided. Please add extra rows if needed.

Output	How will success be measured	Target Number

**What will be the lasting benefits (outcome) of your project?** (Improved coaches, better/additional equipment, increased participation).

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**Please give details of any partners you will be working with to deliver this project.** (if you are delivering in schools this should include the specific schools)

Partner Name	Involvement

If successful we will require a brief letter of support from these partners before funding will be released.

**How will funding make a difference to the project?** Tell us why the money will make a difference and why this couldn't happen without our funding.

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**Have you successfully applied for funding for projects in the past?**

Yes

No

If yes, please provide details

Funder	Amount	Date received

## Section 3 – Budget

This section tells us about how you're funding your project, where the money is coming from, how much and what you're spending it on. You should factor the requested funding from the Trust into these figures.

<b>Expenditure</b>	<b>Amount</b>	<b>Source</b>

### **Proof of expenditure**

If your application is successful, we'll need to see evidence of spend and you will be asked to provide receipts. For any expense over £1,000 we will need to evidence that you have taken steps to ensure best value and that you have assessed options before committing funds.

## Section 4 – Publicity

Please give details on how you will promote or advertise your activity to your target audience and how any funds gained from the SJSHT will be acknowledged as part of these plans.

## Section 5 - Declarations

Before you sign anything on this page, check that you've included all the information requested and all information is, to the best of your knowledge correct.

### Equity

The Trust is committed to a fair and equitable approach in all areas - in management and administration as well as in our dealings with applicant bodies and other partner organisations and individuals. We are committed to an equal opportunities policy and aim to ensure that applicants will be treated fairly and respectfully irrespective of their age, gender, ability, race, religion, ethnic origin, colour, nationality (including citizenship) social status or sexual orientation. In respect of applications, the Trust actively encourages an equitable approach and expects bids to be both inclusive and non-discriminatory.

<b>Does your Group/Organisation have an Equality Policy or statement</b>	<b>Yes</b>	<b>No</b>
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### Child Protection

All sports organisations have a duty to safeguard children and vulnerable adults from abuse. Each organisation also has a responsibility to support the care and protection of children whilst they are taking part in sporting activities. It is a condition of any grant funding that each applicant has a Child Protection Policy in place.

<b>Does your Group/Organisation have Safeguarding Policy</b>	<b>Yes</b>	<b>No</b>
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If your application is successful, you will be required to provide a copy of these document before funds can be transferred and delivery commence.

### Authorised Declaration.

**This should be signed by the person who completed this form – the main contact for the organisation as outlined in Section 1.**

**I hereby certify that I am authorised by the organising body to act as its coordinator for this application and that all the information given on this application is accurate.**

<b>Name</b>	
<b>Signature</b>	
<b>Date</b>	

**Thank you for completing the application.**

Please submit by email to [info@sjst.co.uk](mailto:info@sjst.co.uk) with the subject line "Grant Application".