

Application support / Guidance for Together Fund

Below are some extra questions to think about when putting an application together.

1 Project purpose – who needs and will benefit from this fund?

- This needs to be specific in terms of ‘who’ and ‘why’.
- Try not to be too broad as more detail will be needed for the panel.
- Think about the geographical area of where; what ward/area, intersectionality of the community, nature of a particular group.
- Why will the recipients benefit from this project – try to be specific or use actual feedback that you have from consultation.

2 What do you want to do? What difference will it make?

- Detail what activity the participants want to do and why.
- Be specific about the activity and the things that may make a difference to overcoming barriers, for example transport, equipment, volunteer/carer support
- It is important to hear what difference the funding will make to people who are going to be part of the project – then we can learn from this how it works and how people have benefitted

3 How will the funding be used? (ie. Breakdown of spending costs)

- A simple budget will be needed for the funding amount requested, with the specific costs broken down and what for.
- Please see example budget below to demonstrate level of detail needed.

Eligibility for funding

In supporting community organisations, you might receive requests to support the following which are eligible items of expenditure for this fund at this time:

- a. Staff costs
- b. Training costs
- c. Rent / Facility hire
- d. Utility costs
- e. IT costs
- f. Insurance

There are also certain items that are **not** eligible for lottery funding. The list below is not exhaustive, but outlines significant items that we cannot fund:

- a. Activities or costs which are already covered by other government funding including rates
- b. Capital works
- c. Activities promoting religious or political beliefs
- d. Where there is personal benefit to an individual

Example budget

ITEM	BUDGET
Hire of sport facility @ £30 per hour x 38 weeks	£1,140
Refreshments – fruit/water/smoothies @ £10 x 38 weeks	£380
Equipment hire/purchase (broken down below) <ul style="list-style-type: none"> • workshop supplies e.g., pens/paper/flip-chart/stickers - £80 • blender x 2 - £80 • spare clothes - £100 • sports kit e.g. balls/bibs - £150 	£410
Lead Youth worker (session delivery) - £30 per hour x 38 weeks	£1,140
Sports Leaders Award Accreditation – L1 & L2 sports leaders award @ £26 per learner x 30 girls	£780
Youth leader budgets for events/activities (broken down below) <ul style="list-style-type: none"> • venue hire - £200 • flyers - £40 • prizes - £150 • refreshments - £150 • filmmaker/photographer - £150 	£690
TOTAL	£4,540

*Important for all budget's to include details of what the fund is paying for (ie.facility, refreshments), breaking down the cost and quantifying number of weeks/sessions.

Total costs are needed for each item costed.