

**Please complete this checklist before beginning your Small Grants application.  
If you are in doubt about anything, please call us on 08458 508 508.**

	Yes	No
<b>1. Are you...</b>		
Applying for a Sport England <a href="#">Recognised Sport</a>	<input type="checkbox"/>	<input type="checkbox"/>
A registered charity	<input type="checkbox"/>	<input type="checkbox"/>
A formally constituted club or association	<input type="checkbox"/>	<input type="checkbox"/>
A parish, Town, District, County or Unitary Authority	<input type="checkbox"/>	<input type="checkbox"/>
A School, Further Education establishment or Primary Care Trust	<input type="checkbox"/>	<input type="checkbox"/>
<b>If you answered YES to ANY of the above, please CONTINUE...</b>		

	Yes	No
<b>2. Has your organisation...</b>		
Already received a Small Grant in the last 12 months	<input type="checkbox"/>	<input type="checkbox"/>
<b>If you answered YES, please note that the maximum allowed is £10k in a 12-month period.</b>		

	Yes	No
<b>2. Does your organisation...</b>		
Have no unmanaged debts or liabilities	<input type="checkbox"/>	<input type="checkbox"/>
Have at least 3 unrelated or non-cohabiting members of your committee	<input type="checkbox"/>	<input type="checkbox"/>
Have suitable governance controls to manage a grant from Sport England (e.g. regular committee meetings, financial reporting etc.)	<input type="checkbox"/>	<input type="checkbox"/>
<b>If you answered YES to ALL of the above, please CONTINUE...</b>		

	Yes	No
<b>3. Are you looking for funding for...</b>		
Help with general running costs (e.g. rent, heating etc.)	<input type="checkbox"/>	<input type="checkbox"/>
Replacement equipment	<input type="checkbox"/>	<input type="checkbox"/>
An annual or previously run event	<input type="checkbox"/>	<input type="checkbox"/>
Activity focused on children under 14	<input type="checkbox"/>	<input type="checkbox"/>
Continuing an existing activity	<input type="checkbox"/>	<input type="checkbox"/>
An individual	<input type="checkbox"/>	<input type="checkbox"/>
Salaries for existing positions in your organisation	<input type="checkbox"/>	<input type="checkbox"/>
Activity that the state is legally obliged to provide (e.g. school curriculum)	<input type="checkbox"/>	<input type="checkbox"/>
A used road vehicle	<input type="checkbox"/>	<input type="checkbox"/>
Building, construction, refurbishment or land improvement	<input type="checkbox"/>	<input type="checkbox"/>
A project that requires planning permission that is not yet in place	<input type="checkbox"/>	<input type="checkbox"/>
A project that has already started	<input type="checkbox"/>	<input type="checkbox"/>
A higher risk sport, where you are NOT affiliated to an appropriate National Governing Body. <a href="#">Higher risk sports list.</a>	<input type="checkbox"/>	<input type="checkbox"/>
<b>If you answered YES to ANY of the above, your project may NOT be eligible for a Small Grant. Please contact us before applying. Otherwise, please CONTINUE...</b>		

	Yes	No
<b>4. Does your project...</b>		
Require a Small Grant of between £300 and £10,000	<input type="checkbox"/>	<input type="checkbox"/>
Cost less than £50,000 in TOTAL	<input type="checkbox"/>	<input type="checkbox"/>
Have a timescale of less than 12 months	<input type="checkbox"/>	<input type="checkbox"/>
Aim to get more people playing sport regularly	<input type="checkbox"/>	<input type="checkbox"/>
Focus on at least one of our recognised sports	<input type="checkbox"/>	<input type="checkbox"/>
Meet at least one of our key strategic objectives	<input type="checkbox"/>	<input type="checkbox"/>
<b>If you answered YES to ALL of the above, please CONTINUE...</b>		

	Yes	No
<b>5. Can you...</b>		
Describe how many people will access your project and how they will benefit	<input type="checkbox"/>	<input type="checkbox"/>
Monitor the numbers of participants to show how successful the project is	<input type="checkbox"/>	<input type="checkbox"/>
Provide evidence that the project is needed	<input type="checkbox"/>	<input type="checkbox"/>
Provide a clear and detailed project budget	<input type="checkbox"/>	<input type="checkbox"/>
Monitor expenditure to show that any grant is spent correctly	<input type="checkbox"/>	<input type="checkbox"/>
<b>If you answered YES to ALL of the above it is likely that your organisation and project are eligible for funding. We recommend you read the rest of our guidance before applying to maximise your chance of success.</b>		