

# CLUB DEVELOPMENT

## Factsheet

This factsheet aims to help you structure your potential funding bid and will get you to start thinking about common questions / considerations which will come up.

Before you look at what funding opportunities there are available to you should consider what you need funding for. Each funding opportunity will have been set up to achieve a particular aim or target a specific demographic. Demonstrating that your project will deliver what the funding aims to achieve will give your application a good chance at being successful

### Project planning

You should be looking at least six months ahead when planning your project, for instance Sports England Small Grants applications take a minimum of 10 weeks to process. There are 5 key areas that should be explained in detail:

#### **NEED** | *Why is your project needed?*

This should be more than a simple statement of need, this should also outline why the need has arisen.

#### **IMPACT** | *What difference will your project make?*

You should make it clear what impact your project will have. Most funding opportunities require there to be at least an increase in participation. You will need to provide realistic estimate on how many students / people your project will engage

#### **DELIVERY** | *Who will deliver the project?*

How will be the main project lead? Will you need coaches or additional help to deliver the project?

#### **SUSTAINABILITY** | *How will the project sustain itself in the long term?*

Your project should aim to continue delivery of the project after the funding you've applied for has been used up. Your bid should show how you aim to achieve this

#### **BUDGET** | *What will it cost?*

You will need a clear budget outlining any expenditure needed to run the project, including equipment, coaching cost, incentives etc.

### Recording the impact of your project

Typically you will be asked to report back on how your project is progressing. The timing and frequency of the reporting will vary depending on the source of the funding. Data collection can be time consuming but is a vital part of how the use of funding is assessed. As such it is an important part the information you report back to your funders.

Once you have questions answered to all these you are ready to make a start writing your project plan!