cssc community lottery

Grants Application Form

CSSC community lottery grants are available up to £3,000.

Before completing this application form, please review the CSSC community lottery guidance document for information on application criteria and eligibility. This can be found on the CSSC website (Link to page). Please also view the community lottery fund webpage for details of application deadlines for each application window.

If you have any queries with your application, please email lotteryfund@cssc.co.uk

Please complete each section in full (Incomplete forms may cause delay).

Section 1- personal details

Surname	
First Name(s)	
CSSC Membership Number	
Email Address	
Phone number	
Address	

Section 2- Project Details

Name of community project

Location of project
(please give full postal address)

Amount requested from CSSC community lottery fund

Funding amount coming from other sources

What is your planned community project?
(Please provide a brief summary of your planned project, outlining why you are applying for funding).

How will this project positively benefit your community?

(Please include how you know there is a need or demand for your project and identify gaps in existing provision in your area. Give examples of the demand, consultations with community members or research conducted).

How will this project benefit existing CSSC members?

How many people will benefit from this funding?
(Please provide a realistic estimate, including the number of existing CSSC members, who could benefit. Funding is available up to £40 per CSSC member who will benefit from the project. Th estimate should also include the number of potential CSSC members. This information is important and will be used to evaluate the project).

Please indicate the primary age group that will benefit from this grant (tick all that apply)

- ○ Early years (0-4)
- ○ Children (5-12)
- ○ Young people (13-18)
- ○ Young adults (19-25)
- ○ Adults (26-65)
- ○ Seniors (65+)
- ○ All ages

Section 3 - Carrying out your project

When do you plan for the project to start and finish? (Please allow enough time for us to assess your application and provide funding).

How will you manage your project? (Tell us about the skills and experience of project lead and the project team. Identify any training necessary for the delivery of the project).

What measures do you have in place to gauge if the project is a success?

What risks have you considered?

Please tell us how you see this project/ activity progressing after this funding comes to an end?
(Outline how do you intend to continue supporting the activity or if you see this as a one-off project).

Section 4 - Cost

Please clearly outline what you need the funding from the CSSC community lottery fund for.

Please provide a breakdown of how costs that the grant will go towards.

	Costs (including VAT)	**Explanations** (as appropriate)
Equipment		
Hire of facilities		
Operational/ activity costs		

	Costs (including VAT)	**Explanations** (as appropriate)
Training costs		
Staff costs		
Other expenses (please specify)		
TOTAL		

How did you calculate your costs? (Please include how you know your costs are realistic e.g., publicly advertised costs, you have obtained quotes, or you have paid for similar work in the past).

Section 5 – Accessibility

Is your project accessible to all? (Please include details if you will be charging people to access your project).

Please confirm how you will ensure your project or activity is accessible to members of the community with disabilities or additional needs.

Section 6 - Additional information

Please provide details of reference who can verify that the project is feasible and of interest to the community. (This should be someone who can talk about the detail of your application).

Name:

Address:

Telephone number:

Email:

Do you have anything else to add to support your application?

Section 7 - Declaration

Data protection statement

The 2018 Data Protection Act defines your rights as an individual in relation to the information held about you and how it may be used. CSSC takes its responsibilities in respect of data protection very seriously and takes the utmost care when using data related to members. We will use the information provided to help us assess your application and review the success of the project. We will also use this to contact you for updates on how your project is performing if successful.
CSSC share relevant information with a third party if necessary, to review and process your application. The information we hold may be updated by yourself, or by a third party working on your behalf, at any time.

We may also use the information for accounting, audit, statistical or research internally within CSSC or under contract for use exclusively by CSSC. We will not disclose any of your information outside CSSC, other than as mentioned above, unless you have given us your prior consent.
Your data will be held until such time when you request it is removed or CSSC chooses to remove it. To view CSSC's privacy policy please visit https://www.cssc.co.uk/privacy-policy

Declaration

By ticking the below box and signing the document I confirm and agree to the following:

- I have read, understand, and accept the information provided in the CSSC community lottery Grant Applications Guidance document.
- I have read, understood, and accept the Data Protection Statement above.
- I confirm that this application and the project meets all the criteria outlined in the CSSC community lottery Grant Applications Guidance document.
- I confirm that CSSC and the CSSC community lottery fund panel can review and verify the information in this application and any supporting documents with third parties.
- The information contained in this application is true and accurate to the best of my knowledge.
- I understand that any misleading statements (whether deliberate or accidental) I give during the application process, or any information I knowingly withhold, could mean the application is not valid. In such circumstances CSSC will cancel the grant and claim back the money received, stop assessing and return the application, or withdraw any grant offered.
- I am authorised to put forward this application on behalf of any organisation involved.
- I understand that it is my responsibility to ensure GDPR and other data protection regulations are adhered to and that I must collect the necessary consent before sharing that data with CSSC.
- I agree that if I receive any grant from CSSC for the proposed project, I will keep to the standard terms of grant and any further terms and conditions set out in the CSSC community lottery Grant Application Guidance document.
- If the above application information changes, I will inform CSSC immediately.
- I agree that if successful I will provide CSSC with regular updates about the project and send images for CSSC to use for marketing purposes. I will ensure that I have the permission from all photographed in the images to share the photos with CSSC and that they agree CSSC can use the photographs for marketing and promotion.
- I will allow CSSC staff to visit the project to help build relationships with the community.

Please sign (or indicate your agreement electronically) and return this form with your application form to agree to the above declaration.

Full name:

Signed:

Date:

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CSSC Sports&Leisure