



## **Major Grant Project Fund**

The Major Grant Project Fund (MGPF) is a for funding applications over £50,000.

### **What can be funded**

The following criteria apply:

- The project must benefit the residents of Hatfield.
- Applications must be for between £50,000 and £200,000 (*with the exception of football which could apply for up to the £800,000*)
- Projects must be deliverable in an 18 month period from the date of our award letter.
- Projects must be focused on getting more people into sport and/or physical activity.
- Your project start date must within 16 weeks from the date of our award letter.
- Applications must show evidence that additional funding has either been sourced/guaranteed, unsuccessful efforts have been made to gain additional funding and/or other funding applications are currently being reviewed.
- All applications must show support from their registered national governing body

The information below provides potential bidding partners the basis for which applications will be judged.

### **Who can apply?**

MGPF is open to organisations that are formally constituted not-for-profit organisations as well as statutory bodies. These might include sports clubs, voluntary organisations, local authorities, or schools. This fund is not available to an individual, sole trader or partnerships or organisations established to make profit.

To be eligible for this fund an organisation must have a written constitution or governing document which contains a clear not-for-profit statement and charitable dissolution clause. Membership (if applicable) of the organisation should be open to all sections of the community and its governing committee should include at least three individuals who are not related and who do not live together.

Organisations applying to the fund will be required to show supporting documents highlighting appropriate governance.

## **Pre-Submission Checklist**

Before submitting your application please make sure that:

- Your organisation meets all the eligibility criteria for the fund
- Your project fits with the one or more of HCSF strategic goals
- Your project has at least 10 years of security of tenure upon the land on which the project is based or has full ownership of the land
- You have provided details of two independent referees
- Your project is well-planned, in that you have provided evidence of a detailed business plan as well as a robust and realistic budget
- Provided evidence of costs for the project (*for example three separate quotes for the work or equipment that is required*)
- You can demonstrate that there is a need/demand for your project
- You have highlighted whether or not the project is subject to a successful planning application, and if required at what stage that application is at
- You have detailed what success looks like for the project
- You can measure the results of the project to demonstrate its success

Examples of things that will be funded are:

- Projects involving construction of new facilities, for example a new AstroTurf Pitch or the building of a new changing room.
- Significant development/improvement of existing facilities.
- Fixed items of equipment (e.g. goals, nets, fencing).

## **What won't be funded**

- The fund cannot fund the erection of temporary buildings unless they are a part of a larger building work, for example a new changing room block but a hired temporary changing room is required during the building phase.
- Projects that do not benefit Hatfield residents.
- Projects that are not supported by the sport's national and/or county governing body.
- The general running costs of an organisation (e.g. day to day expenses such as rent, gas, electricity, and insurance costs).
- Ongoing revenue costs associated to the club, for example coaching fees or generic equipment costs.
- Used road vehicles.
- Projects that take place or incur costs (including deposits and costs associated in submitting the application) before the date of the offer letter.
- Contingency costs and VAT you can recover.
- Projects involving travel to another country.
- Sponsorship, endowments or loan repayments.

## **Essential Documents:**

Please ensure the following documents are provided at the point of application:

- Governing document/constitution.
- Most recent accounts (past three years of audited and approved accounts).
- Last three months bank statements.

- Safeguarding Policy for children/vulnerable adults (where applicable)
- Development/Business plan for the project.
- Budget for the proposed project.
- Letters of support from National Governing Body.
- Evidence of recent successful, in process or unsuccessful funding applications that are directly linked to this project. (*details of why the funding was unsuccessful should be provided*)
- If applicable a long term delivery plan on how the facility will be upgraded when required (e.g. a sink fund).

Your application will not be assessed until all these documents have been provided