

SPORT AND RECREATION SECTOR

MEDIUM GRANTS

BUSINESS & IMPLEMENTATION PLAN, BUDGET & PROJECT MOTIVATION

Name of applicant organisation: _____

Address: _____

1. Indicate the province/s where the funding (if granted) would be used. Where projects will be undertaken in more than one province, please indicate the provinces and the percentage to be used in each of the selected provinces:

PROVINCE	TICK	%
Eastern Cape		
Free State		
Gauteng		
KwaZulu Natal		
Limpopo		
Mpumalanga		
Northern Cape		
North West		
Western Cape		

2. The area/s where the project you are applying for is based:

TYPE OF AREA	TICK	%
Urban area		
Urban underprivileged area		
Rural area		
Rural underprivileged area		

3. The special needs that you cater for:

CATEGORY	TICK	%
Children		
Youth		
Aged		
Unemployed		
People with Disabilities		
Other:		

4. Job creation

a) Will there be any new jobs created through this project/programme? _____

b) If yes, how many new jobs will be created? _____

c) If yes, what would be the nature of the employment? Please tick appropriate box:

Nature of Employment	Number of job opportunities to be created through this application
Full-time	
Part-time	
Volunteers	

5. Beneficiaries:

	TICK	%
African		
Coloured		
Indian/Asian		
White		

Target Group					
Women	Children	Men	Youth	Disability	Total

Please attach a comprehensive transformational plan to this application indicating *inter alia* the following details: Targets for elite athletes, number of participants, geographic spread, demographics (age group, gender, race) for development programmes, capacity building and management committee(s) as appropriate to your organization.

6. Prioritised activities, time frames and outcome

Activities	Time frames	Outcomes for Beneficiaries

7. Other donors /initiatives contributing to the project

Indicate if there are other donors/ initiatives contributing to the project and the value of the contribution, including significant value-in-kind donations.

Donor/Initiative	Amount

8. Is the project a continuation of a previously funded NLDTF project?

If yes, please indicate the project number/s. If the project has been previously funded by another funder, name the funder, the amount granted and why additional funding is required. Describe the activities completed and activities still to be funded to complete the project.

9. Sustainability of the project

Describe how the project will be sustained. In the case of upgrading facilities, also describe how the facilities will be maintained.

10. PROJECT MOTIVATION:

Please motivate the need for the project.

11. BUDGET REQUESTED FROM NLDTF

11.1.1 International Participation (Please attach another list if necessary; Subject to advertised criteria)

Description of items requested in order of priority	Amount requested (inclusive of VAT)
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

Total amount requested (inclusive of vat): R _____

Motivation on why funding is needed for International Participation

11.2 Domestic Participation (Please attach another list if necessary; Subject to advertised criteria.)

Description of items requested in order of priority	Amount requested (inclusive of VAT)
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

Total amount requested (inclusive of vat): R _____

Motivation on why funding is needed for Domestic Participation

11.3 Capacity Building (Please attach another list if necessary). Subject to advertised criteria.

Description of items requested in order of priority	Amount requested (inclusive of VAT)
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

Total amount requested (inclusive of vat): R _____

Motivation on why funding is needed for Capacity Building

11.4 Transformation and Development programmes (Please attach another list if necessary). Subject to advertised criteria.

Description of items requested in order of priority	Amount requested (inclusive of VAT)
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

Total amount requested (inclusive of vat): R _____

Motivation on why funding is needed for Transformation and Development Programmes

11.5 Sports Equipment and Apparel (Please attach another list if necessary).

Example:

Description of item/s requested: Please list in order of priority	Number and unit cost	Amount requested (Inclusive of VAT)
1. Soccer kit	3 X R2000	6, 000.00
2. Soccer balls	10 X R150	1, 500.00
3. Shin guards	10 X R50	500.00

Total amount requested (inclusive of vat) : R8 000.00

Actual items requested:

Description of item/s requested: Please list in order of priority	Number & unit cost	Amount requested (Inclusive of VAT)
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Total amount requested (inclusive of vat): R _____

Motivation on why funding is needed for sports equipment

11.6 Administration costs

(Maximum 10% of application. Attach detailed breakdown of costs.)

Description of items requested in order of priority	Amount requested (Inclusive of VAT)
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	

Total amount requested (inclusive of vat): R _____

Motivation on why funding is needed for administration costs



11.7 BUDGET SUMMARY

11.7.1 BUDGET OF INCOME for 2018/2019 financial year (From whom or where does your organisation plan to receive funding in 2018/2019)

Please complete the information below in full:

Sources of Income		Amount in Rand
National Lottery Distribution Trust Fund		
Subsidy and/or grant from Government Department/s:	Dept. of Sport & Recreation	
	SASCOC	
	Confederations	
	Other	
Bequests and/or Legacies		
Donations, Grants and Sponsorships		
Fees for Services paid by beneficiaries		
Fundraising and/or Events Income		
Income from Investments		
Income from Trading Activities		
Membership Fees		
Source	Amount in Rand	
Other Income (please specify)		
1.		
2.		
3.		
4.		
TOTAL	R	

11.7.2 SUMMARY OF BUDGET OF EXPENDITURE

	Item	Amount requested from NLDTF	Funding secured from other sources	Total cost for line item	Notes for Budget Items
10.1.	International Participation				
10.2.	Domestic Participation				
10.3.	Capacity Building				
10.4.	Transformation & Development programmes				
10.5.	Sports Equipment and Apparel				
10.6.	Administration (Max 10% of total)				
10.7.	Other (included/ listed in the call for applications)				
	TOTAL (Inclusive of VAT)				



11.7.3 Request for Capital Expenditure

If you are requesting a grant for capital expenditure including new facilities, upgrading existing facilities, sports equipment etc., please include the details below.

Note:

- a) **QUOTATIONS must** be attached for all items (at least three from a credible local supplier)
- b) **If ground and/ or buildings** are requested, please submit the following:
 - **Proof of Ownership, Offer to Purchase, Lease Agreement, or Permission to Occupy** in the name of the organisation, (not an individual)
 - **Proof of registration of the preferred builder** with the relevant body
 - **Building plans**
 - **Quotations** (three quotations for material must be submitted from credible suppliers. Two separate quotations must also be submitted for labour costs.)

What is the total amount requested from the NLTF: R (This must be the same as the total amount indicated in form B2)

SIGNED BY:

Full Name: **Position:**

.....

Date:

Medium Grants Checklist

FORM 2010/1	YES	NO
<ul style="list-style-type: none"> • Proof of Registration as NPO, Non Profit Company (formerly Section 21 Company), Public Benefit Trust, Letter of Affiliation 	YES	NO
<ul style="list-style-type: none"> • Founding documents [Constitution, Trust Deed, Memorandum & Articles of Association] 	YES	NO
<ul style="list-style-type: none"> • Project Business Plan, Budget & Project Motivation 	YES	NO
<ul style="list-style-type: none"> • Certified copies of the IDs of the 2 Contact persons and the Members of the Management Committee listed on page 2 of application FORM 2010/1 	YES	NO
<ul style="list-style-type: none"> • Annual Financial Statements 	YES	NO
<ul style="list-style-type: none"> • Signed Auditors report or Accounting Officer 	YES	NO
Where applicable		
<ul style="list-style-type: none"> • Proof of registration for services that requires registration in terms of any law, where applicable 	YES	NO
<ul style="list-style-type: none"> • Quotations for all goods and services 	YES	NO
<ul style="list-style-type: none"> • Proof of Land/Building Ownership 	YES	NO
<ul style="list-style-type: none"> • Building Plan 	YES	NO
<ul style="list-style-type: none"> • Proof of Registration of grading of Builder/Contractor 	YES	NO
<ul style="list-style-type: none"> • Proof of Commission to Occupy (PTO) 	YES	NO
<ul style="list-style-type: none"> • Proof of Offer to Purchase Land/Building 	YES	NO

For Agents/ Representatives/ Conduits:		
<ul style="list-style-type: none"> • FORM 2010/1 or FORM 2010/2 for each organisation/community that will be assisted. 	YES	NO
<ul style="list-style-type: none"> • Skills Transfer and Capacity Building Plan 	YES	NO
<ul style="list-style-type: none"> • Relevant mandatory documents as indicated above 	YES	NO
<ul style="list-style-type: none"> • Statement by the applicant providing reasons why it requires assistance 	YES	NO
<ul style="list-style-type: none"> • Statement by the agent, representative or conduit on the nature of assistance it will provide to the applicant 	YES	NO
<ul style="list-style-type: none"> • Indicate two (2) letters from Accounting Officer/Auditor. 	YES	NO
Other Conduit Documents:		
<ul style="list-style-type: none"> • Supplementary Form for agent/ representative/conduit applying on behalf of beneficiary organisation/community 	YES	NO