

Top 10 Tips to Make a Great Application

Tip 1: Plan Ahead

Make sure to give yourself enough time to get your project plan ready. It can be tricky to outline your project in straightforward terms, especially if it's very complex, but keep it simple and relevant. Most importantly don't leave it to the closing day.

Tip 2: Consult Your Community

Statistics can be good to give an application some context, but what we really want to hear about is what your community are telling you. Feedback is really valuable in telling us the impact that your project has. If it's a new project try and have conversations with local people so we know there's a need.

Tip 3: Consider Your Project

Think about what the service you're offering means for people taking part. For example, will there be activities? Will it involve a membership or is it drop in sessions for anyone? Have you initiated partnerships with relevant groups of people needed to enable the project to go ahead? Will it involve volunteers?

Tip 4: Know Your Audience

Who will use your services? Is your project relating to a specific target group or is it for anyone to take part in? How will they find out about your project if it is new and not yet established? How will you ensure your project is accessible? We know it's a lot of questions to think about but it helps us get an understanding of how your project will benefit the community.

Tip 5: Meet the Fund Criteria

Each fund has specific aims, so make it clear how your project meets these. For example, if the fund is to help with men's well-being tell us how your project specifically targets men's well-being. It may sound simple, but you'd be surprised how often we have to dig deeper to find out how a project matches a fund.

Tip 6: Explain the Impact

Tell us about the real impact your project will have on the people you're hoping to support. For example, don't just tell us that you need new goal posts for the football club because the old ones are broken. Tell us about the children who attend the football club and the benefits the club has on the physical and mental well-being for which the goalposts are essential.

Tip 7: Measure the Outcomes

It's important to capture the benefits and impacts from your project, so think about the best way of doing so. It could be through statistics, photos, quotes, case studies, or focus groups.

Tip 8: Budget Accurately

Research the costs you can expect for your project and provide quotes for us, so we know where you got the figures from. When submitting your application make sure the budget section of your form adds up to the total amount you're applying for, if it doesn't the application won't submit.

Tip 9: Provide Additional Information

Feel free to attach any other information or documents that you think will support your application. Perhaps you have an impact report from when you delivered your project previously, a course syllabus for your project, a document of testimonials, or a case study. If you have something that helps bring your application to life or fill in the gaps, don't be afraid to attach it alongside your application and governing documents.

Tip 10: Get in Touch

If in any doubt give us a call or drop us an email. We have a skilled team who are always happy to help you if you need some guidance with your application. We're always here to advise.

Good luck with your application!

Find out more or get in touch

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