



THE MOVEMENT FUND – APPLICATION PROCESS

We understand that filling out funding applications can seem like a long and sometimes daunting prospect. Below we've laid out a step-by-step guide on how to apply to the The Movement Fund, and the information you'll be asked for.

If you're unsure what to include for your answers, we're here to help, with contact details at the bottom of this guide.

Getting started

Before you start, visit The Movement Fund [Suitability checker](#) to ensure you meet the requirements to make an application, once this is completed you can begin your application at [Start Application \(sportengland.org\)](#)

If you are not already registered, you will be required to sign your organisation up to the application portal [Register Your Organisation \(sportengland.org\)](#)

The form

Once the above has been completed and you have agreed to the relevant terms and conditions, you will be ready to fill in the Application Form, the Application Form is made up of 4 areas:

1. Organisation

Introductory questions around how your club is set up.

- Which of the following categories best describes your organisation? (Drop down selection)
- Are you a registered charity?
- Are you a limited company?

2. Main Contacts

Organisations are asked to list the two main contacts at their club.

- List two main contacts and the below details
 - Name
 - Position in organisation
 - Email address
 - Address
 - Telephone number

3. Questions around the project

This is the most detailed section of the application process, with the below questions being asked:

- What is the name of your project?
- Please give a brief overview of your project. (100 words)

- Why do you want this project to happen? (500 words)
- What do you want to achieve from delivering the project? (500 words)
- How will you make this happen? (500 words)
- Project Start Date
- Project Finish Date
- How many people will benefit in total?
- Opportunity to upload a photo or video help explain your project (Not compulsory)
- What sport will your project involve?
- Are you affiliated with an NGB?
- Where will the project take place?
- Main website of organisation

4. Funding your Project

- You will be asked to provide a break down on where you will spend you funding from the following areas.
 - Coaching/Fees
 - Equipment Hire / Purchase
 - Facility Alternation
 - Hire of facilities
 - Promotion and Publicity
 - Staff Costs
 - Transport/travel costs
- Opportunity to attach a detailed budget. This step isn't compulsory, but we would encourage all clubs to attach a detailed budget.

If you have any questions, please email Nick.holloway@basketballengland.co.uk.