**Supporting Details of COC Grant Proposal**

**Note: Before filling in this portion, please make sure you have read through the Communities of Care Information Kit so that you fully understand the details and requirements of the grant.**

1. **Basic Programme Information**

**1A. Programme/Initiative Summary**

Please share with us about how your programme/initiative uses sport to meet the needs of your target community/beneficiaries. Please include the following:

1. Profile of beneficiaries/target community and their needs
2. Objective and description of your programme/initiative
3. Why you selected these specific sport(s) for your programme and how it will meet your objectives
4. Duration of programme
5. How you plan to achieve the objectives

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| --- |
| Click or tap here to enter text. *(Not more than 500 words)* |

**1B. Planning**

Please describe the full range of activities and support necessary for the successful planning and organisation of the programme/initiative.

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| Click or tap here to enter text. *(Not more than 500 words)* |

**1C. Partnership**

Please share with us about how your organisation plans to partner with SportCares and highlight any potential collaboration with other social service agencies, networks, communities. Briefly describe the nature of the collaborations.

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| Click or tap here to enter text. *(Not more than 500 words)* |

**1D. Outcomes**

Please share with us your proposed outcomes and how you intend to measure them. Two of the outcomes must be number of beneficiaries reached and number of sessions conducted.

The proposed outcomes should directly link to what your programme hopes to achieve.

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| Click or tap here to enter text. *(Not more than 300 words)* |

**1E. Risk Management**

State in detail any potential risk(s) that may be faced in the implementation of the project and the measures that will be considered and/or taken to mitigate such risk.

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| Click or tap here to enter text. *(Not more than 500 words)* |

**1F. Sustainability**

Please share with us how you intend to sustain your programme beyond grant funding from SportCares.

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| Click or tap here to enter text. *(Not more than 500 words)* |

**1G. Programme Milestones**

Please provide the implementation timeline (Start/End date) and key progress milestones (e.g. competitions/ retreats) in the following table (insert more rows if necessary).

|  |  |  |
| --- | --- | --- |
| **Proposed/Estimated Timeline** | | **Description of Key Progress Milestones** |
| **Start**  (month/year) | **End**  (month/year) |
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**2) Communications PLAN**

Describe your key communication strategies in order to achieve awareness, attract participation and outreach of the target segments for the programme/initiative.

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| Click or tap here to enter text. *(Not more than 300 words)* |

1. **budGet Proposal**

**3A. Expenditure**

Please indicate all items of projected expenditure that will be incurred for the programme and provide details on how you derive your projected expenditure under Remarks. You may add on more lines under each category if required.

Note:

1. Items that qualify for funding include coaching and training fees, equipment fees for programme and participants, venue costs (cannot exceed 20% of approved grant amount), partnership costs, risk management related costs, and miscellaneous programme-related expenses directly related to the programme execution.

2. Items that do not qualify for funding include start-up costs, capital expenditure (e.g. purchase of office equipment/assets, computer infrastructure), prizes, expenses incurred outside of Singapore, expenses relating to crowdfunding events, or incurred for any form of religious/political activities.\*

3. We strongly encourage grant applicants not to charge registration fees. If you do choose to charge fees, these fees should be a nominal/token amount, and will be considered income and will be offset from the qualifying costs.

|  |  |  |  |
| --- | --- | --- | --- |
| Category | Expenditure | Projected Amount (SGD) | Remarks |
| Coaching and Training Fees |  | $ |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Equipment Fees |  | $ |  |
|  |  |  |
|  |  |  |
| Venue Costs (Capped at 20% of approved grant amount) |  | $ |  |
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| Partnership Costs | E.g. Refreshments for engagement sessions with partners in the region | $ |  |
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| Risk-Management Related Costs |  | $ |  |
|  |  |  |
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| Miscellaneous programme-related expenses |  | $ |  |
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|  |  |  |
|  |  |  |  |
|  |  | | |
|  | Total Projected Expenditure | $ |  |

**3b) Income**

Please provide a breakdown of other sources of income for this programme and provide details on how you derive your projected income under Remarks. You may add on more lines if required.

This may include registration fees, sponsorships (monetary and in-kind), grants, donations from foundations/organisations. Please note that income generated as a result of this programme (i.e. registration fees, discounts received on purchases for this programme) will be deducted from the final qualifying costs.

|  |  |  |
| --- | --- | --- |
| Income | Projected Amount (SGD) | Remarks |
| Registration Fees | $ |  |
|  | | |
| Cash/In-Kind Sponsorships | $ |  |
|  | | |
| Grants from SportSG | $ |  |
|  | | |
| Grants from other Organisations | $ |  |
|  | | |
| Donations | $ |  |
|  |  |  |
|  |  |  |
| Total Projected Income | $ |  |
|  |  |  |
| If you indicated a projected amount for registration fees, please share below how much each beneficiary will be charged, and the reason for doing so: | | |
| Click or tap here to enter text. | | |