

Frequently Asked QuestionsActive Belfast Grant scheme 2018- 19Stage 1 Self-Assessment Form



Updated: Monday 12 March 2018

- **Q|** What happens if my organisation does not have a particular policy listed on the Self-Assessment Form?
- **You MUST have ALL of the policies listed on the self-assessment form , which are applicable to your organisation. If you do not, your application will be considered ineligible.**
- **Q|** If my organisation only has one partner involved in this proposed project, am I still eligible to apply
- **A| Unfortunately NO. Your organisation MUST have at least two other partnering organisations involved in this proposed project.**
- **Q|** Can I deliver my project outside of Belfast?
- **A| You can deliver aspects of your project outside of Belfast, but the beneficiaries of your project MUST be Belfast based. The council boundaries can be found on the Belfast City Council website**
www.belfastcity.gov.uk/council/Yourcouncil/yourcouncil.aspx

Updated: Thursday 15 March 2018

- **Q| ‘Management costs of more than 15% of the overall grant awarded’ does that mean that it won’t cover staff cost?**
- **The Active Belfast Grant Scheme provides a management fee of up to 15% of the total project cost to support the management of the programme. This can be used to cover the cost of staff who will be responsible for the overall management of the programme.**
- **Staff costs for the delivery of the programme should be costed separately to this and are not included within the 15% management fee.**

Please note: the total programme award including any management fee will be no more than £25,000 for a citywide programme and £10,000 for a smaller programme. For example the total management fee for a £25,000 programme would be £3,750 and for a £10,000 programme would be £1,500.

Updated: Wednesday 21 March 2018

- **Q| Could after school clubs, breakfast club or healthy break tie into this?**
- **The Active Belfast Grant Scheme can be used to build on or enhance existing projects such as after schools clubs, by introducing new activity, for example including physical activity sessions alongside healthy eating activities. This could focus on pupils themselves or activities could be extended to parents or caregivers.**
- **Q| When completing the self-assessment form on my mobile or tablet device, I cannot see my text once I save the form.**
- **Please ensure you install and are using the free Adobe Acrobat app on your mobile or tablet device.**