



**NATIONAL LOTTERY DISTRIBUTION TRUST FUND (NLDTF)**

**SPORT AND RECREATION SECTOR**

**MEDIUM GRANTS**

**2015 BUSINESS AND 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 though this application
Full-time	
Part-time	
Volunteers	

**5. BENEFICIARIES:**

RACE	TICK	%
African		
Coloured		
Indian/Asian		
White		

**5.1** 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.

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**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.

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## BUDGET REQUESTED FROM NLDTF

**10.1 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

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**10.2 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

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**10.3 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

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**10.4 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

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**10.5 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	R6, 000.00
2. Soccer balls	10 X R150	R 1, 500.00
3. Shin guards	10 X R50	R 500.00

TOTAL AMOUNT REQUESTED (INCLUSIVE OF VAT)

R 8 000.00**ACTUAL ITEMS REQUESTED:**

Description of item/s requested: Please list in order of priority	Number and unit cost	Amount requested (Inclusive of VAT)
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		

TOTAL AMOUNT REQUESTED (INCLUSIVE OF VAT)

R\_\_\_\_\_

Motivation on why funding is needed for sports equipment

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**10.6 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

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### 10.7 BUDGET SUMMARY

Please complete the information below in full:

#### 10.7.1 BUDGET OF INCOME for 2015/2016 financial year (From whom or where does your organisation plan to receive funding in 2015/2016)

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.		
<b>TOTAL</b>		<b>R</b>

**10.7.2. SUMMARY OF BUDGET OF EXPENDITURE**

	<b>Item</b>	<b>Amount requested from NLDTF</b>	<b>Funding secured from other sources</b>	<b>Total cost for line item</b>	<b>Notes for Budget Items</b>
10.1.	International Participation				
10.2.	Domestic Participation				
10.3.	Capacity Building				
10.4.	Transformation and 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)				
	<b>TOTAL (Inclusive of VAT)</b>			<b>R</b>	

**10.7.3. 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 NLTFD:

(This must be the same as the total amount indicated in form B2)

R .....

**SIGNED BY: Full Name:** .....

**Position:** .....

**Signature:** .....

**Date:** .....

## CHECKLIST:

**MEDIUM GRANTS CHECK LIST**

• FORM 2010/1	
• Proof of Registration as NPO, Non Profit Company (formerly Section 21 Company), Public Benefit Trust, Letter of Affiliation	
• Founding documents [Constitution, Trust Deed, Memorandum & Articles of Association]	
• Project Business Plan, Budget & Project Motivation	
• 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	
• Annual Financial Statements	
• Signed Auditors report or Accounting Officer	
<b>Where applicable</b>	
• Proof of registration for services that requires registration in terms of any law, where applicable	
• Quotations for all goods and services	

• <b>FOR CONDUITS/AGENTS:</b>	
• Form 2010/1 or Form 2010/2 for each organisation/community that will be assisted.	
• Skills Transfer and Capacity Building Plan	
• Relevant mandatory documents as indicated above	
• Statement by the applicant providing reasons why it requires assistance	
• Statement by the agent, representative or conduit on the nature of assistance it will provide to the applicant	
<b>Other Conduit Documents:</b>	
• Supplementary Form for agent/ representative/conduit applying on behalf of beneficiary organisation/community	