**Live Life Aberdeenshire**

**Sport for Change Funding**

**2025/26**

[A diagram of a community sport hub

AI-generated content may be incorrect.](https://www.livelifeaberdeenshire.org.uk/sport-and-physical-activity/community-sport/community-sports-hubs/)

A logo with colorful squares

AI-generated content may be incorrect.A blue and white logo

AI-generated content may be incorrect.

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# Introduction

Live Life Aberdeenshire (LLA) are offering Grant funding to help deliver on the service strategic aims, recognising the value that co-working with 3rd sector bodies and communities brings in achieving these aims.  
Positive Action Grant (PAG) funding is used by the service with a specific aim of delivering on the following outcomes:

* Increase sport and culture delivery in identified communities with limited access to current Live Life Aberdeenshire provisions.
* Deliver accessible services to encourage participation in the target group.
* Increase community capacity for longer-term and most sustainable delivery.
* Increase awareness of Live Life Aberdeenshire’s offer.

The Community Sport Hub team work with sporting clubs and groups across Aberdeenshire with an aim of improving local outcomes through a focus on three key pillars which are:

* Meeting Community Need
* Empowering Community Leaders
* Fostering community collaboration

## Principles of Sport for Change funding

Sport for Change is a term used for the deliberate use of Sport and Physical Activity to bring about positive social change for individuals and their communities.   
The Aberdeenshire Sport hub team encourage applications from Community groups and clubs who have identified a local need which can be supported and tackled through the use of Sport and Physical activity, to create positive and lasting change in the community and for the target group. Collaboration is a key factor in the considering the funding and anyone considering applying should either be a part of a local hub, or willing to collaborate with others to create links that can help ensure long term sustainability.

# Guidance Notes and criteria

Please read carefully prior to and when completing the application.

### Section 1 – Criteria

This section is to ensure that successful applications are working to the priorities, principles and are focused on one or more areas which have been identified as targeted groups.

The Scottish Government ‘Fair Work First’ criteria must be applied to all grants and other funding being awarded by the public sector. As stipulated below:

‘For public sector grants awarded from 1 July 2023, the default position is that Fair Work First criteria for paying at least the real Living Wage and providing effective workers' voice will be mandatory while the other criteria will continue at this stage to be encouraged. Only in limited circumstances may the grant maker/funder consider making an exception to the mandatory criteria.

### Section 2 – Theory of Change

The funding is intended to use sport and physical activity as a tool to create intentional change and tackle local issues. The Theory of change template should be used to clearly explain the project, including who will benefit and why by identifying:

Who we serve

This section should be used to identify the target group(s) you will be working with, the current challenges faced and the existing strengths the group(s) have that lead you to believe this project will support them.

What we do  
This section should be used to outline the activity or intervention you plan to offer on receipt of the funding. With the output section explaining the breakdown of the project in terms of expected number of sessions, number of participants, timings and any other detail relating to the project.

Why we do it

This section should outline the expected impact on the individuals, thinking short, medium and long term, who take part in the project. Consider any impact on the communities in which the project is being delivered and any wider impact this may have for Aberdeenshire/Scotland.

Our views are based on….  
This section should detail how you have identified the need, who you have spoken too, the data collected including source of data and any other evidence, please give as much information as possible in this section to help evidence the need.

We use these people…..  
This section should detail who will be involved (Clubs, community partners, Governing bodies), any space or venue that has been identified for use, and any other resource that will be used to deliver the project

We collect this data as evidence…….  
This section should detail how you will capture the impact of the project. Please provide information of how you intend to evaluate before, during and after the project, this can include participation data – such as numbers attending, age, postcode and Gender, testimonies and impact statements, and videos, pictures and any other means of capturing the impact.

Story of Change

This section should be completed as a broad overview of the intended project that explains how your project will meet the intended outcomes and produce the change you intend to bring about through receipt of funding.

### Section 3: Project Costs

Breakdown of Project costs

Please ensure this is completed as fully as possible. Include all costs over the period the funding is being applied for. Please note the maximum amount of funding that can be applied for is £5,000 per financial year. This funding is only for financial year 2025/26 and must be spent by 31st March 2026

Please note that the funding will not cover more than 10% of any management costs. Running costs for buildings will also be capped at 15% of the total project costs.

Match Funding

This section should be used to detail and additional funding from other sources, including club / organisational contributions that are being put towards the project. If there are no other sources of funding being applied to this project, please leave this section blank.

Value for money

One of the areas we asses is value for money. There is a recognition that delivering services to certain rural and remote communities will have additional costs. As this is public funding there is a requirement to ensure that we are using the funding effectively.

### Section 4: Continuation of Funding

Please ensure this section is completed for all the projects/services that have previously been funded through LLA PAG or Sport for Change funding. This information will be used to evidence outcomes; performance and the impact made to date.

### Section 5: Organisation

Please ensure this section is completed in full including bank details and that a copy of the group’s Constitution or Memorandum and Articles is attached. Please also ensure there is a copy of the following attached 1-year annual accounts, 3 months of most recent bank statements and details of insurance cover.

Please ensure the application is signed. If you are unable to sign the form, please type your name in the Signature Box and ensure the form is sent from the same email address stated in the organisation details section of the form.

# Additional Information

This scheme will be advertised widely through the LLA network including social media and our website.

Eligibility is limited to properly constituted groups or partnerships involving community organisations with a constituted group as lead partner.

If any additional assistance or guidance is required, please contact:

[activecommunities@aberdeenshire.gov.uk](mailto:activecommunities@aberdeenshire.gov.uk)

# LLA Sport for Change Application 2025/26

### SECTION 1: Criteria

|  |
| --- |
| Please indicate all the LLA strategic priorities that your project will meet.   * Increase sport and culture delivery in identified communities with limited access to current Live Life Aberdeenshire provisions. * Deliver accessible services to encourage participation in the target group. * Increase community capacity for longer-term and most sustainable delivery. * Increase awareness of Live Life Aberdeenshire’s offer.   *(To complete this section, delete the aims which do not apply to your project.)* |
| Please indicate all the Community Sport Hub principles and how your project or service meets them.   * Meeting Community Need * Empowering Community Leaders * Fostering community collaboration   *(To complete this section, delete the areas which do not apply to your project.)* |
| Please indicate the focused area your project/service will cover   * Women and Girls Participation * Disability and Inclusion * Mental Health * Tackling poverty / inequalities * Underrepresented groups * Rural Communities * Older people * Young people   *(To complete this section, delete the areas which do not apply to your project.)* |

**Fair Work First**

*The Scottish Government ‘Fair Work First’ criteria must be applied to all grants and other funding being awarded by the public sector. As stipulated below:*

*‘For public sector grants awarded from 1 July 2023, the default position is that Fair Work First criteria for paying at least the real Living Wage and providing effective workers' voice will be mandatory while the other criteria will continue at this stage to be encouraged. Only in* *limited circumstances may the grant maker/funder consider making an exception to the mandatory criteria.’*

*‘As part of the grant application process, applicants will be expected to provide a statement verifying their Fair Work First commitment and confirming it has been developed in agreement with the workforce. The representative providing confirmation should be from the relevant trade union(s) where one or more is recognised, alternatively where there is no union recognition, it should be another workers' representative.*

*A grant application cannot be progressed without such a statement being provided to the grant maker/funder. As part of the grant monitoring process, the grant recipient should confirm the progress being made towards the commitments set out in the Grant Offer Letter and relevant grant award documents. A short statement agreed by an appropriate workforce representative, confirming the organisation's progress in adopting Fair Work First commitments, should be submitted to the grant maker, in advance of the conclusion of the grant and before the final grant payment can be made.’*

**Scottish Government (24 March 2023) ‘Fair Work First guidance’**

**Source:** [**https://www.gov.scot/publications/fair-work-first-guidance-2/**](https://www.gov.scot/publications/fair-work-first-guidance-2/)

In line with the above policy, please confirm below if you are meeting the two criteria listed and that this has been developed in agreement with the workforce:

|  |  |  |  |
| --- | --- | --- | --- |
| **Fair Work First (mandatory criteria)** | **Yes** | **No** | **Not Applicable** |
| Payment of at least the real Living Wage |  |  |  |
| Provide appropriate channels for effective workers' voice, such as trade union recognition |  |  |  |
| **If you have ticked No or Not Applicable, please provide further information/reasons below:** | | | |
|  | | | |

Please provide confirmation of progress being made towards the other Fair Work First commitments as set out below:

|  |  |
| --- | --- |
| **Fair Work First Commitments** | **Progress** |
| Investment in workforce development. |  |
| No inappropriate use of zero hours contracts. |  |
| Action to tackle the gender pay gap and create a more diverse and inclusive workplace. |  |
| Offer flexible and family friendly working practices for all workers from day one of employment. |  |
| Oppose the use of fire and rehire practice. |  |

### SECTION 2: Theory of Change

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **WHO WE SERVE** | | | **WHAT WE DO** | | **WHY WE DO IT** | | |
| **People & Communities** | **Needs** | **Strengths** | **Activities** | **Outputs** | **Outcomes for individuals** | **Outcomes for communities** | **Impact for Aberdeenshire** |
| *These people….* | *experience these needs and challenges….* | *but have these strengths, interests and attributes….* | *so we deliver these activities...* | *that have these outputs...* | *which creates this impact for individuals...* | *and this impact for communities...* | *which contributes to this impact for Aberdeenshire and potentially Scotland.* |
|  |  |  |  |  | **Short term:**  **Medium term:**  **Long term:** |  |  |
| **Our views are based on these assumptions and evidence:** | | | **We use these people, partnerships, resources and facilities: (please include a breakdown of the funding requested here)** | | **We collect this data as evidence that outcomes are happening:** | | |

# Story of change

*These people*

*experience*

*but they*

*So we deliver*

*Our outputs are*

*Which creates these outcomes for individuals*

*and these outcomes for our community*

*Our long term aim is*

*We know it works because*

### SECTION 3 – Project Costs

Please outline all the costs associated with this project.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Initiative costs** | | **2025/26** | | **Total Costs**  **£** | |  |
| Staffing Costs  (please outline below) | |  | |  | |  |
|  | |  | |  | |  |
|  | |  | |  | |  |
|  | |  | |  | |  |
| Participants costs  (please outline below) | |  | |  | |  |
|  | |  | |  | |  |
|  | |  | |  | |  |
|  | |  | |  | |  |
| Other costs  (please outline below) | |  | |  | |  |
|  | |  | |  | |  |
|  | |  | |  | |  |
|  | |  | |  | |  |
| **Total Costs** | | | |  | |  |
| **Match Funding** | | | | | |  |
| Name of Funding Source | Confirmed Yes/No | | Date  Month/ Year | | Amount £ | Public/  Private/  In Kind |
|  |  | |  | |  |  |
|  |  | |  | |  |  |
|  |  | |  | |  |  |
| **Total Match Funding** | | |  | | | |
| **Funding Requested** | | |  | | | |
| **Total Funding Package** | | |  | | | |

|  |  |
| --- | --- |
| Value for Money Calculation | |
| Number of Participants (a) | Total Grant requested (b) |
|  |  |
| Total grant requested (b) divided by  Number of participants (a) |  |

### SECTION 4: Continuation of Funding

|  |
| --- |
| When was the project first funded through LLA PAG or Sport for Change funding? |
| How much funding has previously been awarded to this project and who was the  funding from?  ***2024-25***  ***2023-24***  ***2022-23*** |
| Why do you require continued funding for your project? (max 250 words) |
| Please summarise the impact the project has had to date: (max 500 words) |
| Ongoing provision must deliver continuous improvement. Please detail what process has been put in place to identify, plan and deliver improvements. (max 500 words) |

### SECTION 5 – Organisation Details

|  |  |
| --- | --- |
| **Name of Organisation** |  |
| **Contact Name & position** |  |
| **Address**  **(including postcode)** |  |
| **Telephone No** |  |
| **Email address** |  |
| **Please enter Treasurer’s / Financial officer’s details below (if different from contact above)** | |
| **Address**  **(including postcode)** |  |
| **Telephone No** |  |
| **Email address** |  |

|  |
| --- |
| Website / Social Media platforms – |
| Aims of your organisation – |

|  |  |
| --- | --- |
| Signature |  |
| Position |  |
| Date |  |

# Application Checklist

**Please check that you have included the following documents:**

|  |  |
| --- | --- |
| **Documentation** |  |
| \*Application Form. |  |
| \*A copy of 1-year annual accounts. |  |
| \*A copy of the organisation’s constitution or equivalent. |  |
| \*Details of insurance cover. |  |
| \*3 months of most recent bank statements |  |
| \*Copy of award letters from other funders. |  |
| \*Completed Theory of Change |  |
| \*Evidence to prove organisation complies with Scottish Government Fair Work Criteria |  |
| Impact & outcomes previously achieved *(only applicable for those organisations who have previously secured funding through the PAG / Sport for Change Funding)* |  |

***\* Requires to be submitted with the application. Failure to submit the required documents will result in the application not being assessed.***

Please return the completed application form and any supporting documents to the email address below. If an electronic return is not possible, please contact us by phone at the number below.

[activecommunities@aberdeenshire.gov.uk](mailto:activecommunities@aberdeenshire.gov.uk)