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| **Violence Prevention Unit****Futures without Violence Fund** |

**MAIN CONTACT NAME AND DETAILS**

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| --- | --- |
| **Name of main contact** |  |
| **Position / role in organisation** |  |
| **Address (if different form organisation address)** |  |
| **Phone number** |  |
| **Email address** |  |

**PROJECT / SERVICE DETAILS AND BENEFICIARIES**

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| --- | --- |
| **Project / service name** |  |
| **Project / service start and end date** |  |
| **Are you delivering this in partnership with any other organisations?*** Please state their name and brief description of their role in the project / service
 |  |
| **Choose one or more categories which best represent the services you will be providing?**  | PreventionEarly InterventionSupportAdvocacyCrisis |
| **Which local authority area/s will the activity take place?** |  |
| **Which partners are you working with to deliver this project / service and ensure that all potential beneficiaries can access it? Are these new or existing relationships?** |  |

**PROJECT / SERVICE ACTIVITY**

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| **Provide a summary of the project / service that will be funded.*** What work / activity will be delivered?
* Where and when will it be delivered?
* Who will deliver it?

300 words max |
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| **Please explain and evidence what the needs of your project / service users are.*** What are the main needs / issues your beneficiaries face and how does this affect their lives?
* How do you know this / what evidence do you have?
* If applicable, how have project / service users participated in shaping the project / service?

 300 words max |
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| **How will you measure the change (outcomes) that you are making in the lives of people attending this project / service?**How will performance indicators be selected?What tools will you use to collect the information and monitor performance against indicators?How will you collate and evaluate the information collected into your reports? |
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**BUDGET BREAKDOWN**

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| --- | --- |
| **Indicative Lines of Expenditure** | **Forecast Expenditure (£)** |
| **Expenditure Category** | **Description / breakdown of expenditure** | **Y1**  |
| Salary Costs: Employees salary costs, NI, pension |  |  |
| Staff on costs e.g. recruitment, training, expenses |  |  |
| Other people costs: Workers, freelancers, consultants fees |  |  |
| Operational / activity costs |  |  |
| Office / premises costs |  |  |
| Capital (equipment) costs |  |  |
| Marketing and publicity spend |  |  |
| Volunteers costs |  |  |
| Management and administration costs |  |  |
| Onward grants / contracts to partners |  |  |
| Monitoring and evaluation |  |  |
| Other costs (please detail) |  |  |
| **TOTAL OVERALL COSTS**  | **£** |

**SUSTAINABILITY AND EXIT STRATEGY**

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| **How will you ensure this project / service is sustainable after funding has ceased, or if the project / service will close how will you minimise the possible negative impact on beneficiaries?** |
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| **Signed** |  |
| **Name (printed)** |  |
| **Date** |  |
| **Position in the organisation** |  |