



Non Fixture Related Grants Application Form

PART A

10 South Colonnade, London E14 4PU

Telephone: +44 (0)20 7333 0043

Email: grants.admin@hblb.org.uk

For grants commencing in the twelve months after April 1st 2023

The Application Form is in three parts. Please refer to the supplied guidance notes for information on how to complete this form.

You will be required to complete two separate Adobe forms to build your grant application; the first form (Part A) is for the collection of summary information, and the second (Part B) must be completed for **each distinct strand of work activity** for which funding is being sought. You must also complete the Excel Budget template (Part C) showing the expenditure breakdown for the project and the proposed grant funding draw down schedule.

All completed forms and attachments must be submitted to grants.admin@hblb.org.uk by no later than 5pm on the closing date for applications as published on the HBLB website. **Please remember** that we are encouraging all applicants to submit their applications as soon as possible, so that HBLB staff can work with you on any areas of concern to enable you to resubmit if necessary before the final deadline.

If you have any queries on completing this form, please contact the HBLB Grants Team at grants.admin@hblb.org.uk.

Section A.1 – Applicant Details		
Title		optional
First Name		
Last Name		
Job Title		
Work Telephone No		
Mobile Telephone No		optional
Email Address		

Section A.2 – Business Profile

Organisation Name		If applicable
Organisation Address line 1		
Organisation Address line 2		
Organisation Address line 3		
Organisation Address Post Code		
Number of employees		
Years in operation		
Governance Structure		Please describe the governance structure within your organisation including details of Board/Committees/Senior Leadership Team
Financial History	Yes: No:	Are you able to provide accounts for the past 3 financial years if requested?

Section A.3 – Racing Outcomes

Please indicate the extent of impact which this funding will have on the following measures using the following descriptors:

- **High** Major contribution to the Racing Outcome leading to high impact
- **Medium** Considerable contribution to the Racing Outcomes leading to some measurable impact
- **Low** Minor contribution to the Racing Outcome but with little impact
- **Zero** The project/activity makes no contribution to the Racing Outcome

Please indicate the approximate percentage of the total expenditure budget allocated to activities which will impact on each of the Racing Outcomes.

RACING OUTCOME	IMPACT	PERCENTAGE OF TOTAL BUDGET
Generate interest in Racing by an increase in:		
Horserace betting turnover from UK regulated bookmakers		
Crowd numbers at racecourses & TV viewing numbers		
Number of owners		
Number of horses in training		
Sustain valued employment in Racing by an increases in:		
Number of British-bred foals		
Number of vacancies filled in Racing's key roles		
Racing's diversity and inclusion		
People wellbeing		

RACING OUTCOME	IMPACT	PERCENTAGE OF TOTAL BUDGET
Drive high quality care and support for the horse in Racing by an increase in:		
Horse welfare perception rating		
Impact of investment in research		
Continually enhance the reputation of Racing by an increase in:		
Racing's integrity perception rating		
Racing's contribution to reduced negative environmental impacts		
Racing's favourability perception rating		
Section A.4 – Previous/Other Funding		
Has HBLB funding been previously applied for within the last 3 years	Yes: No:	
If yes was this for the same project or a different project. If a different project, please provide brief details		
Was previous application successful	Yes: No:	
If yes, please provide details of amount and date received		
Is funding for this project/activity being sought from anywhere other than HBLB	Yes: No:	
If yes, please provide details of potential funder, amount requested and when you will know if application has been successful		

Section A.5 – Details of project/activities to be funded

Name of initiative	
Overall Project Summary (Maximum of 500 words)	
Why is the project needed	
Project Start Date (MM/YYYY)	
Project End Date (MM/YYYY)	
	Please complete a Part B form for each distinct strand/activity within the project.

Section A.6 – Project Management

Please give details of the individual(s) responsible for the delivery of the proposed activities. Please include details of any partner organisations

Section A.7 – Project Risks

Please list below the main risks (up to 10) to the project and the mitigations/measures taken to control them.

Risk	Mitigation
Risk 1	
Risk 2	
Risk 3	
Risk 4	
Risk 5	
Risk 6	
Risk 7	
Risk 8	
Risk 9	
Risk 10	

Section A.8 – Financial Management

Please provide details of the individual(s) responsible for the financial management of the project	
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Please provide details of the processes and policies in place (or that will be put in place) for the financial management of the project and the grant funding from HBLB	
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Section A.9 – Financial Information

Total cost of project	
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Total grant amount requested from HBLB	
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Shortfall (if any)	
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How will shortfall will be funded	
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Details of shortfall funding already secured (organisation and amount)	
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Details of shortfall funding requested (organisation, amount and date of funding decision)	
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I have completed and attached the Budget Template (Part C): Yes: No:

Section A.10 - Sustainability

Describe how the project will be sustained after the grant funding has ended.

Section A.11 - Evaluation

Please provide below details of how the project will be evaluated on completion or at end of grant term, whichever is the earliest. Evaluations must include the impact of the project, the value for money in the use of public funds, success against expected outcomes, and milestones.

Who will carry out the evaluation	
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Section A.12 – Reference and Declaration

Please provide details of two referees that HBLB may approach in relation to this application:

Referee 1:

Contact Name

Contact Job Title

Contact Email

Organisation Name

Referee 2:

Contact Name

Contact Job Title

Contact Email

Organisation Name

Declaration

The information contained in this application is correct at the time of submission. I have read and understood the guidance and terms & conditions of the non-fixture related grants and confirm that I am authorised to make this application.

Name

Date

Signature