Creating a sporting habit for life

**Get Healthy, Get Active Delivery Plan Template**

We have provided a template to help you set out your plans for your project and what you want to achieve. It has been designed to help you explain why you are planning to deliver your proposed activities, how they will meet the needs of inactive people, what you need to do to deliver them and how you will know if they have been a success.

When you have completed it, we will better understand:

* How our grant will improve the provision of sport for inactive people in your local area
* What success will look like for you
* What is needed to support all aspects of the delivery of your proposed activities
* The risks to your delivery and how you plan to manage these
* The milestones for your project

**Project Title:**

**Organisation:**

1. **Please provide details of how the project be managed. Please include details of your governance structure, who the key partners are and what will their roles be?**
2. **If your project involves the establishment of a substantive position of employment please provide details below and submit a Job Description and Person Specification for the role(s) you are creating with your application**
3. **Detailed Delivery Plan: Please use the text boxes on the application form to provide any necessary explanation of your delivery plan. Feel free to change the width of columns and the depth of rows**

| **What** | **How** | | **Risks** | **Measurement** | **When** |
| --- | --- | --- | --- | --- | --- |
| Detail the project’s Outcomes (including sporting, health and community objectives) | How you will achieve this objective | What resources do you require to deliver this | What are the implications and risks associated with accessing these resources and delivering these outcomes and how will you manage them | How will you measure success | What are the timelines and key milestones for delivery |
| * Who is the audience for your project * What opportunity/gap are you addressing * What outcome do you want to achieve | * The activities you are planning to offer and where * Where they will take place * How potential participants will be targeted * Why you believe these specific activities will achieve your stated outcome | * Financial * Workforce * Facility * Partners (please name them) |  | * Quantitative, i.e. numbers and frequencies * Qualitative, How will you gather feedback and insight from participants to help continuously improve delivery |  |
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