

FUNDING PROFORMA

For proposals invited to full application

Applicants, designations and host organisations

Programme Title

OVERVIEW OF PROGRAMME

Brief description of programme (less than 200 words)

Rationale for programme

This should include an explanation of why your programme is needed.

Aims and objectives

Target groups

PROGRAMME OUTCOMES AND HOW THESE WILL BE ACHIEVED

Intended outcomes and timescales for achieving these

It will be useful (if feasible) to provide information on:

- thresholds for change i.e. what level of change is the programme seeking to achieve
- timescales i.e. over what timescale is this change intended to be achieved and sustained

- the target groups for each of the outcomes
- whether/how increases in physical activity will be maintained.

How will the programme achieve its intended outcomes?

Here it will be important to describe the programme's main activities (what it will do) and how these activities plausibly link to the programme's short, medium and long terms outcomes.

To illustrate these links, applicants may find it helpful to use logic modeling (see

<http://www.wkkf.org/default.aspx?tabid=101&CID=281&CatID=281&ItemID=2813669&NID=20&LanguageID=0>) or alternative planning tools e.g. LEAP

What are the key features of the programme's **inputs** that will help the programme achieve its outcomes?

Here it will be important to state which agencies/personnel will be involved, and the resources/knowledge/ skills/influence that they will bring

How will the programme address **inequalities**?

Here it will be important to explain whether and if so, how the programme will target those most in need

INFORMATION REGARDING LIKELY POPULATION HEALTH IMPACT

Programme reach

If feasible, please provide an indication of:

- the number of individuals who the programme will be targeting
- the number of individuals who are likely to participate in the programme
- the number of individuals who are likely to adhere to the programme
- your view of how representative of the targeted group, those who participate/ adhere are likely to be

Programme adoption

If feasible, please provide an indication of:

- the number of settings who the programme will be targeting

- the number of settings who are likely to actually start the programme
- your view of how representative of your targeted settings, those who take part are likely to be.

Programme implementation

Please comment on the nature and limitations of influence that you feel that you (as budget holders) would have in rolling out the programme e.g. to what extent do you feel that you could ensure that those involved in implementing the programme actually deliver it as you (as budget holder) intend.

Programme effectiveness

Please describe the evidence or thinking that informs the programme. If the intervention has been piloted/evaluated previously this section should be stated including details of any changes to this model that are proposed, and an explanation for these changes.

If the model has not been evaluated before, it will be important to explain in detail why the intervention is likely to 'work' i.e. what is your theory about why your intervention should lead to increased physical activity among your target group(s)?

Programme maintenance

How is it anticipated that the programme will be sustained or mainstreamed at the end of the funding period?

MONITORING

What baseline data will be collected and from whom?

Please specify what will be collected (knowledge, attitudes, behaviours etc) and by whom

How will the programme's progress be monitored?

Please the nature of the information that will be collected and the stages/timing for this data collection

<p>Who will collate and analyse these monitoring data? i.e. will the host organisation of a funding applicant be responsible for this and/or will this be commissioned from another agency?</p>
<p>EVALUATION</p>
<p>What evaluation do you intend to conduct/commission? Please describe and state whether this is likely to be externally commissioned?</p>
<p>FUNDING</p>
<p>What is the total amount of funding for which you are applying?</p>
<p>How many years will this funding cover?</p>
<p>Please provide a breakdown of how the budget would be spent <u>each year</u> e.g. detail costs for training, materials, staff (remembering to add on any host organisation costs), monitoring and evaluation</p>
<p>ORGANISATION APPROVAL FOR APPLICATION</p>
<p>For each applicant's employing organisation, please state the name and designation of the most senior individual in the who has approved this application</p>