Questions to be answered when applying for Projektstöd

**Note!**

* **The official application must be submitted through IdrottOnline and the form found in the module “Idrottsmedel”.**
* **The questions on IdrottOnline are in Swedish and this word-file is only an aid for you in your process.**
* **In case of doubt as to how the questions should be interpreted, the interpretation should always be made from the Swedish version, and the form on IdrottOnline.**

Read more about Projektstöd on our webpage: <https://studentidrott.se/foreningsnytta/projektstod/>

Down below, you’ll find the text and questions from the form on IdrottOnline:

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### Advice and clarifications

**What the Federation means by:**

* Analysis – Fundera över hur det ser ut i er förening och reflektion kring varför. Vid större ansökningar vill förbundet se mer djupgående/bredare/väl underbyggda reflektioner/analyser.
* Holistic- Det ska finnas en röd tråd genom ansökan från bakgrund och analys till syfte, mål och genomförandeplan. Mellan eventuella aktiviteter inom satsningen bör det också finnas en korrelation. Vill ni t.ex.  växa genom att göra ett event - glöm inte att marknadsföra det så att ni faktiskt når ut.
* Long term - Projektet i sig kan vara kort sett i tid om ni så vill. Det viktiga är hur ert projekt och arvet av det lever kvar i det långa loppet.
* The difference between goal and purpose - Mål är något ni försöker göra, medan syftet är anledningen till varför ni försöker göra just detta.

### Basic information about the project

* Name of the project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Start date: \_\_\_\_\_\_\_\_
* End date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Sports: (Akademisk Idrott)
* In what way/s is this a University Sports project? (Multiple choice question)
	+ Students are the primary target group
	+ Students are one of several target groups (name which others in the “Other” option)
	+ Students are running the project
	+ Other
* Which roles will be involved/targeted with the project and how many of each are you expecting to reach/engage?
	+ Existing members:
	+ Potential members:
	+ Activity leaders:
	+ Board members:
	+ Committy/-ies:
	+ Other: State which

**About the Project**

* What is the background and where does the idea come from?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Based on the background written above, what will you do with the money you are applying for and how are you planning to execute the project?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Which areas will the project cover? (Multiple choice question)
	+ Education
	+ Marketing
	+ Purchase of material
	+ Start-up of a (for the association) new activity
	+ Recruitment of a new group
	+ Competition
	+ Associational structure and/or culture
	+ Other areas

Please note that for the question below, “Students” is not a specific target group, but rather the natural target group for University sports.

* Will you aim at recruiting/engaging any of the following target groups? (Multiple choice question)
	+ No specific group
	+ Religious perception
	+ Age
	+ Sexual preference
	+ functionality
	+ Ethnic belonging
	+ Legal gender or identified gender
	+ Other
* Aim with the project – one or many:
	+ Overall aims
		- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	+ Milestones
		- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	+ Other aims
		- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* What risks/challenges have you identified and how will you prevent/minimize the risks?

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* How will the project’s legacy live on within the association once the project period is over and you have turned in the "Återrapport”?

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* How do you plan to document experiences and lessons learned during the course of the project, before the next board comes along?

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### Economy

* Amount you´re applying for:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

On our webpage, you can find the template for how to make a budget [www.studentidrott.se/foreningsnytta/projektstod/](http://www.studentidrott.se/foreningsnytta/projektstod/)

* Budget
	+ Upload budget, in the format of PDF or Excel.
* Possibility to comment on the budget.
* What type of account should the money be paid out to?
	+ Bankgrio
	+ Plusgiro

### Terms of condition

* **Read the terms and conditions below. If funds are granted, the association must:**
* contact the administrator at SAIF for assessment if you want/need to make any changes to the project (e.g. schedule or budget). Contact us before the change is made.
* use granted funds in accordance with the submitted application and budget.
* report back on the project (återrapport) to the Federation, regardless of whether you have changed the board/project manager or not. More information is available on SAIF's website or in the confirmation email your association received when the project was granted.
* report the activity in your yearly report (verksamhetsberättelse).
* pay back any unused and/or incorrectly used funds.
* be prepared to assist if SAIF potentially initiates a follow-up and/or highlights your project in the Federations channels.
* be aware that the application and return report may be used for evaluation and research purposes.
* be prepared to participate in survey and interview studies initiated by the Swedish Sports Confederation.
* Certification
	+ I, responsible for the application, certify that I have read, understood and agree to the conditions above. (Check box)
* Responsible for the application/återrapport
	+ I, responsible for the application, certify that I that the information above are right and truthful. (Check box)
* I’d like a copy of the application to my e-mail
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