Physical Activity Community Grants: Up to £1000

Application Guidance

ABOUT THE FUNDING

The Leicester Lifestyle and Health Research Group (LLHRG), based at The Leicester Diabetes Centre, is offering small grants of up to £1,000 to assist community groups, charities, voluntary organisations, social enterprises and faith-based organisations run, welcoming activities/events to raise awareness of the benefits of being more active and to encourage people to take part in physical activity in ways that feel safe, enjoyable, and culturally appropriate – particularly in communities facing barriers to participation in physical activity.

This fund aims to:

- Make physical activity more accessible.
- Build community confidence and leadership.
- Improve fairness and inclusion in being more active.

What we want to support

Projects must include a focus on physical activity primarily but they can also include other areas of lifestyle and health alongside physical activity.

Examples of the types of activities we can fund

- Giving community members a chance to lead or shape activities.
- Group walks.
- Activity groups engaging cultural or faith communities.
- Community champions encouraging people to get involved.
- Taster sessions for people try new activities.
- Workshops/events/ talks about the benefits of movement and healthy, active living.

Criteria for funding

We will assess applications based on:

- **Fit with the fund** – how well the project will help people be more physically active in ways that are safe and enjoyable, reduce barriers to participation, and give community members a chance to take part in or shape activities.
- **Partnerships** – we welcome applications from groups or communities we have not worked with before, while continuing to support existing partners
- **Reach and potential impact** – who you aim to involve, how many people you expect to reach, the difference your project could make and involvement of communities or groups that face barriers to being active.
- **Inclusion and diversity** – how you will ensure activities are accessible, welcoming, and appropriate for your participants.
- **Keeping activities safe and accessible *** you must have appropriate measures in places including:
    - Safeguarding (working with children, young people or vulnerable adults)
    - Public liability insurance
    - Risk assessments

- First aid or emergency arrangements
- Accessibility considerations
- GDPR compliant data handling

* Funding will be conditional on the appropriate measures being in place before projects start.

We aim to fund a variety of projects that engage diverse communities, particularly those experiencing barriers to participation across Leicester and Leicestershire.

Who can apply

Groups based in Leicester and Leicestershire including:

- Community groups
- Charities
- Voluntary organisations
- Social enterprises
- Faith-based organisations

What the funding can cover

Examples include:

- Venue hire
- Refreshments
- Payments to community contributors for their time
- Translation or interpretation
- Consumables for engagement events
- Outreach or dissemination activities

Examples of what cannot be funded include:

- Core organisational costs not linked to the project
- Large capital purchases

Memorandum of Understanding (MOU)

If your project is offered funding, you will be asked to sign and return a short Memorandum of Understanding (MOU) by the 31st March 2026. The MOU confirms that you will deliver your project safely, follow the measures you have outlined in your application, and use the funding as described. Whilst the MOU is not a legal contract, it ensures that all parties are clear about what has been agreed.

Project feedback

As part of your project, we would ask that you collect and share with us a small amount of feedback to help us understand your projects reach and impact. This will include a short feedback form for each participant to complete, and a brief project evaluation form for you to complete, covering things like the number of sessions delivered, number of people reached, and key outcomes or learnings.

KEY DATES

Stage	Date
Funding call opens	26th Jan 2026
Deadline for applications	On or before 27th Feb 2026
Funding decisions notified	13th Mar 2026
Projects start	April onwards
Funding use	Funding must be spent and processed by the 30th June 2026 to allow for financial processing
Projects completed	On or before 31st August 2026
Project report due	On or before 30th September 2026

FINANCIAL INFORMATION

Payment for Community Members

Payment for this project must follow the University of Leicester's financial and governance processes. This involves several steps, which can take time.

Payment Process

If your project is deemed suitable for funding, the payment process will usually involve the following steps:

We will contact you to gather details of your organisation (Name, address) to check whether your organisation is already registered as a supplier with the University of Leicester.

If you are an existing supplier of the University of Leicester:

- You will be required to submit an invoice directly to the University.
- The invoice must include a clear breakdown of the costs associated with your involvement, as agreed in advance.

If you are not an existing supplier of the University of Leicester:

- In some cases, we may be able to arrange payment through University Hospitals of Leicester (UHL) NHS Trust.
- This will require you to submit an itemised invoice showing the agreed costs.

Where supplier setup is required for the University of Leicester, you may be asked to complete supplier registration forms and provide information such as:

- Organisation name and address
- Bank account details
- Evidence of banking (for example, a bank statement or official letter)

The relevant finance team (University of Leicester or UHL NHS Trust) will need to complete their own checks with you directly. We can help to facilitate this process, but these checks are managed by the finance teams.

Once all checks are complete and an appropriate payment route is confirmed, payment will be processed following receipt and approval of a valid invoice.

Timing of Payments

Because of the steps above, payments cannot usually be made immediately. Time is needed to:

- Complete supplier setup and verification
- Carry out required finance checks
- Process invoices through the University's payment systems

As a result, payments may take some time following the receipt of the invoice.

HOW TO APPLY

Please complete the short application form provided and email it to Martha Skinner (Martha.skinner@leicester.ac.uk) and Kruti Patel (kap33@leicester.ac.uk) on or before the 27th Feb 2026.

NEED HELP?

If you need support with your idea or application, or would like to apply for more than £1000, please contact: Martha Skinner (Martha.skinner@leicester.ac.uk) and Kruti Patel (kap33@leicester.ac.uk).

We look forward to hearing your ideas and supporting your community projects.