

# DAVID LEWIS ASSOCIATION

## SPONSOR'S GUIDE



## WHO WE ARE

The David Lewis Association has been helping Liverpool's youth overcome financial barriers for over 100 years.

Our fundamental purpose is to support young people in this great city, whether that be helping develop their personal abilities, talents and skills, encouraging new enterprise and creativity, giving them a helping hand into employment or simply giving them the confidence to believe in themselves.

To this end, we are able to offer small financial grants to help them on their way to achieving their dreams.

## HOW WE CAN HELP

Our David Lewis Association 'Opportunity Grant' scheme provides successful applicants with small grants (typically up to £1,000) to help them grab opportunities that might otherwise be unavailable to them.

It might be a helping hand to fund their studies, start a business, prepare for employment or just to follow their passion. Young people aged 14-25 and living in Liverpool

## WHY DO WE ASK FOR A SPONSOR?

are eligible to apply for a David Lewis Opportunity Grant. While we welcome Opportunity Grant applications initiated by the young person themselves, all applications need to be made in conjunction with a sponsorship organisation, eg a school, sports club, charitable organisation or youth club. Parents, friends or family members are not permitted to act as sponsors.

We recognise the vital role these organisations play in the lives of Liverpool's young people and their support for grant applicants plays an important part in our application process.

***Application sponsors will be contacted to confirm the merits of an application and any funds awarded will be paid to the sponsor organisation, rather than directly to the grant applicant.***

## THE SPONSOR'S ROLE

An applicant's sponsor has two roles: to support and validate the grant application and, if the application is successful, to receive any grant funds awarded by the David Lewis Association on behalf of the applicant.

The grant application form requires the applicant's sponsor to provide a sponsor support statement - we cannot proceed with the application without it. It gives you the opportunity to tell us why you think the applicant should receive a David Lewis Opportunity Grant.

If the application is considered eligible for a David Lewis Opportunity Grant, we will contact you at a convenient time to discuss the application in a little more detail.

If the application is successful, any funds will be paid to your organisation and arrangements should be made between you and the applicant to pass on those funds to fulfill the needs detailed in the application.

## GRANT APPLICATION PROCESS

- Application forms and guidelines can be downloaded from our website, [www.davidlewisassociation.com](http://www.davidlewisassociation.com) or filled in online.
- Applicants will be asked for information about themselves, their goal and why they need financial help to achieve it. They will be asked to detail the exact costs involved and how any grant funding will be used to cover these.
- The completed application, including the sponsor support statement, will be checked against our eligibility criteria and application guidelines. If these are fulfilled we will contact the sponsor, before reviewing the application at our next available trustee meeting.
- Applicants and sponsors will be notified of the decision made, and successful applicants will be informed of their grant.
- Full details on our application process can be found on our website.

For more information or to contact us, visit [www.davidlewisassociation.com](http://www.davidlewisassociation.com)