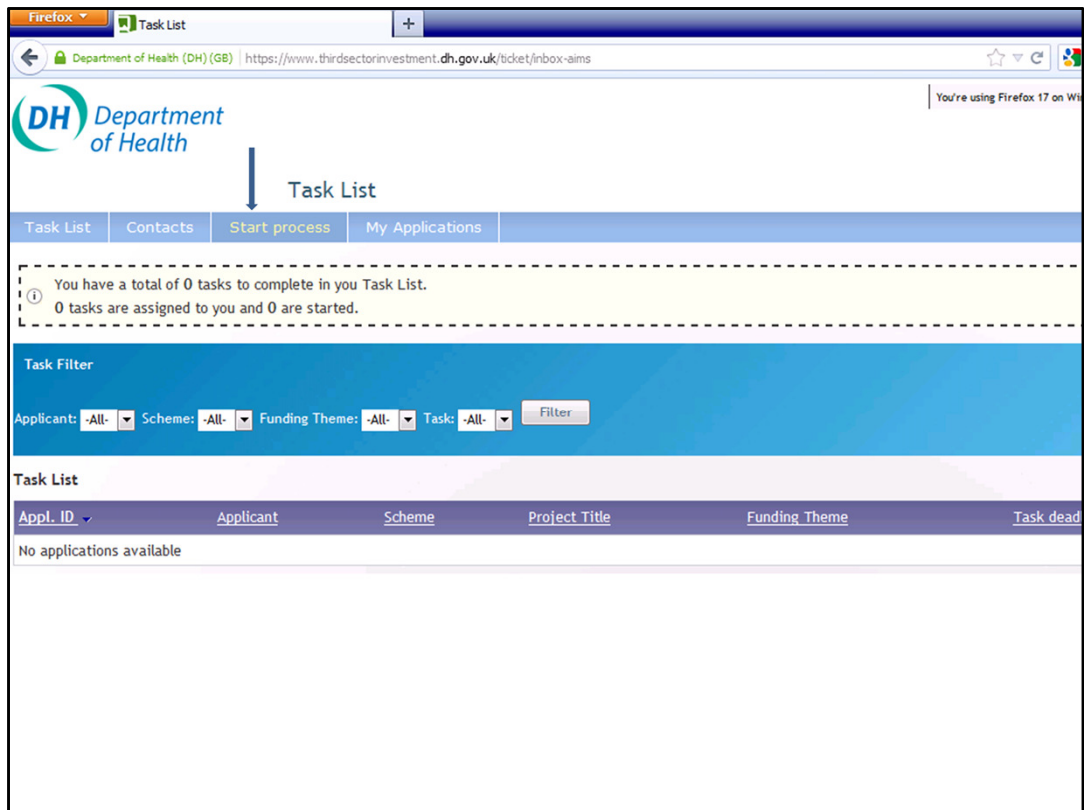


Completing Eligibility



Once you have received the email confirming that we have created your organisation on the system you need to log back into AIMS. You will automatically be taken to your 'Task List'. From here select 'Start Process' from the menu ribbon.

Firefox - Contact Selection

Department of Health (DH) (GB) | https://www.thirdsectorinvestment.dh.gov.uk/bidnet/choose-applicant


Department of Health

Welcome, Brendan Rodgers

Task List | **Contacts** | Start process | My Applications

To continue with your application, you must select the 'Organisation' you are applying for from the list below. Do not select 'Yourself' as the Third Sector Investment Programme is only open to organisations.

ID	Contact Type	Party Name	
54051952	Yourself	Brendan Rodgers	Select
54052317	Organisation	Liverpool FC Charitable Trust	Select



Note: Always select the 'Organisation' as this is who you are applying on behalf of.

Firefox Smartform

Department of Health (DH) (GB) | https://www.thirdsectorinvestment.dh.gov.uk/forms/section-index?survey_id=5822993&final%5furl=%252ficket%252foptions%252d

You're using Firefox 17 on Windows

Smartform

Task List | Contacts | Start process | My Applications

Eligibility form

[1. Section 1 \(Incomplete\)](#) ←

Click on any of the underlined headings above to go to that section. You must answer every question in that section before proceeding to the next. All sections you can save the form as final. Please ensure that all data is correct before submission.

[View the whole form \(for printing\)](#)

Save as final

Click on 'Section 1'. This will take you into the Eligibility Form.

Firefox | Eligibility form

Department of Health (DH) (GB) | <https://www.thirdsectorinvestment.dh.gov.uk/forms/one?survey%5fid=5822993&page%5fno=1&final%5furl=%252fbicket%252foptio>

Section 1

1.1 Project Details

Organisation name	Liverpool FC Charitable Trust
Programme	Excellence Fund
Theme	
Application ID	54052335
Project title	Project title

1.2 Terms and Conditions *

Please read the guidelines and agree the [terms and conditions](#) before continuing.

Do you agree to these Terms and Conditions? ☐ Yes ☐ No

By accepting the conditions you are agreeing that any information you have provided may be published by the Department of Health.

1.3 Organisation Profile *

Please check the Organisation's Profile by clicking here [Review organisation's profiles](#), select your organisation and complete/update the organisation p

Note: this will open in a new tab / window

There are 2 changes to this process this year. Rather than accepting the terms & conditions elsewhere in the system you will be asked to do so direct from this form (a new window will open). The same applies to 'Review organisation's profile'.

Firefox - Eligibility form

Department of Health (DH) (GB) | <https://www.thirdsectorinvestment.dh.gov.uk/forms/one?survey%5fid=5822993&page%5fno=1&final%5furl=%252fbucket%252fopbo>

1.9 Does your project contribute to any of the following DH strategic objectives? *

- ☒ Better health and well-being for all
- ☐ Better care for all
- ☐ Better value for all

1.10 Does the project support party political activities? *

☐ Yes

☒ No

1.11 Does your project directly support fundraising? *

☐ Yes

☒ No

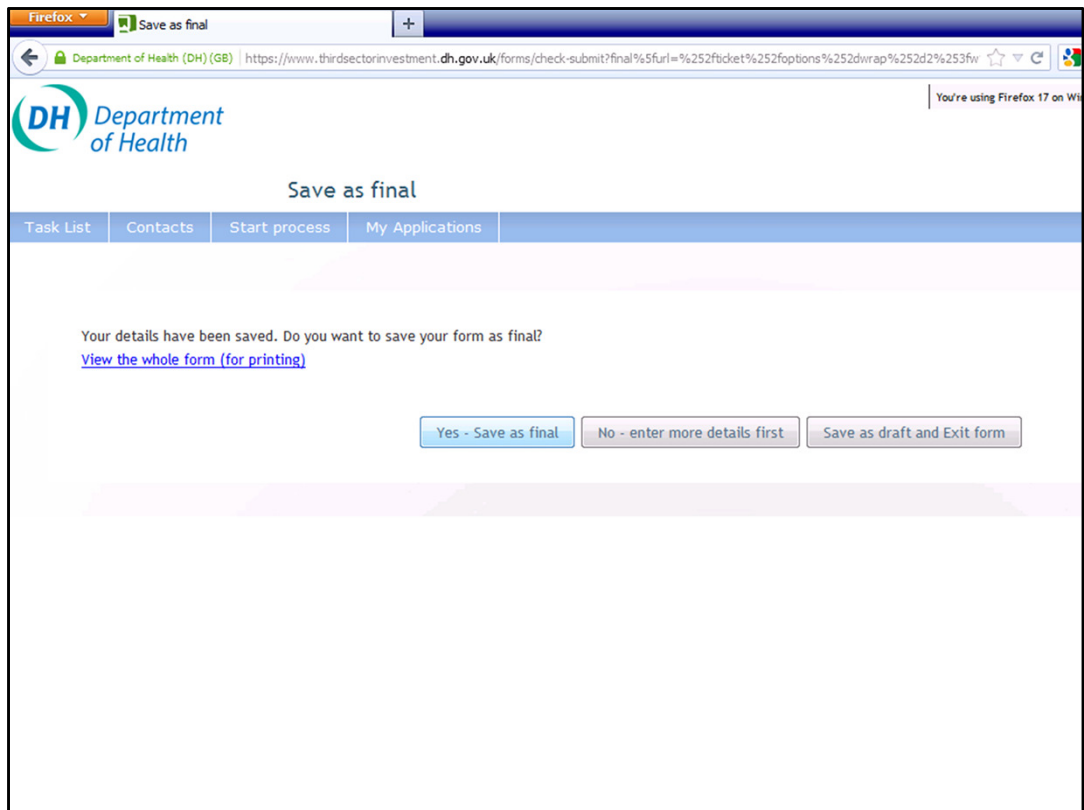
1.12 Is your proposal a research project? *

c) No, it's not a research project

1.13 Question is not relevant - please go to next question

Save Draft Save Draft & continue Save Draft & exit

Once completed (see Info pack on eligibility criteria) you need to click 'Save Draft & Continue'. If you had completed the form but had answered in a way which made you Ineligible a message would appear (in Q1.13) informing you of this and you will receive an email to the same effect.



Click 'Yes – Save as Final'.

Task List

Task List | Contacts | Start process | My Applications

Success Message: Your form has been submitted successfully

Task Summary: You have a total of 1 tasks to complete in you Task List. 0 tasks are assigned to you and 0 are started.

Task Filter:

Applicant: -All- | Scheme: -All- | Funding Theme: -All- | Task: -All- | Filter

Task List Table:

Appl. ID	Applicant	Scheme	Project Title	Funding Theme	Task deadline	Task
54052335	Liverpool FC Charitable Trust	Excellence Fund	Back in the Champions League	Personalisation and Choice of Care and Support (IESD1)		Create Excell

If you are Eligible you will be directed back to your 'Task List' and the task of 'Create XXXX Application' will appear. You will not receive this task or be allowed to submit the Eligibility form if you are Ineligible.