



Application Detail

Application ID	1800531
Submitted	Jul 18, 2025
Status	Awaiting review
Applicant(s)	Kamrul Islam (kamrul.islam@groundwork.org.uk)
Organization	GROUNDWORK LONDON 1121105 GROUNDWORK 18-21 MORLEY STREET 18-21 MORLEY STREET, London, SE, SE1 7QZ, UK
Program and cycle	Walking & Cycling Grants London Application Window
Tags	No tags
Forms	Walking & Cycling Grants London Application Form

Completing this form

MAYOR OF LONDON



Walking & Cycling Grants London (WCGL) is a grants programme funded by [Transport for London](#) in partnership with [The London Marathon Foundation](#) and administered by [Groundwork London](#). The programme is aimed at groups that are traditionally under-represented in walking or cycling (through income, health, ability, skills and access to information or equipment).

Completing this Form:

Please complete and submit this application form if you are wishing to apply for funds from the Walking and Cycling Grants London. Please ensure you read the [Application guidelines](#) and the [Guide to planning your project](#) before completing this application form. These documents contain key information on both completing this application form and developing your walking/cycling project. It is also strongly recommended that you read the [Model application form](#).

Your application may be rejected if you do not provide all the information required for us to make an assessment. Your application form will be assessed, and if your organisation and project are eligible for funding it will be shortlisted to be reviewed at a grants panel meeting, where a panel of individuals will decide whether to fund your project.

Before completing your application form, please make sure you are able to meet the following requirements:

- All project delivery must take place within Greater London
- **Your organisation must be one of the following:**
 - A constituted community group (an organisation or association of persons with the primary aim of working to provide services and benefits to the community)
 - A charitable or third sector organisation
 - A not for profit organisation, Community Interest Company (CIC) or Social Enterprise
- **Activity Criteria:** your project will encourage beneficiaries to walk or cycle as a means of transport, exercise or leisure for infrequent, lapsed or new walkers and cyclists. This should include but it is not limited to encouraging beneficiaries to walk or cycle more often and/or to feel safer or more confident when walking or cycling.
- **Participant Criteria (reaching diverse communities):** Your project will encourage groups that are traditionally under-represented in walking or cycling, where individuals have barriers to walking or cycling such as income, equipment, health, social reasons, ability, skills or access to information which may be overcome through participation. For example: Ethnic minority groups, disadvantaged groups (including issues such as low income, lack of outside space, living space in homes, receipt of benefits, free school meals and other social issues), NEETs (not in education, employment or training), disability groups (physical, sensory, mental health, other), carers, people with a limiting long term illness, young people (up to 24), women, people 60 years of age or more, LGBTQ+, homeless, refugees or asylum seekers, people with non-physical health problems (learning difficulties, mental health concerns), or people from other under-represented groups.

WCGL will fund grants of up to £5,000 for the period January - September 2026. There may be further opportunities to access additional funding for the continuation of projects. Further information will be available in 2026.

I understand the statements above and believe that my project and organisation meet this criteria.*

True

Additional Information and Support for completing the application:

Please refer to the [Online application user guide](#) for help on how to fill out this form. Please provide us with sufficient information to establish if your project is eligible for grant funding. Find out more about [Walking and Cycling Grants London](#) on the website.

For further help on filling out this form, please contact Groundwork on 0207 239 1286 or by emailing WCGL@groundwork.org.uk

You can navigate through different parts of the form by using the tabs at the top of the page and by clicking 'Next' at the bottom. Do not use the back button in your web browser otherwise this may cause you to lose your work. Only click 'Submit' at the end of the form once you are ready to submit your application.

Applicant details

Section 1 - Applicant Details

1.1. Name of organisation*

Groundwork London

1.2. Please provide the full postal address of your organisation*

18-21 Morley St, London SE1 7QZ, UK

1.3. Main contact

This should be the person who is responsible for this application and answering any questions that we may have.

Maximum response = 1

Records: 1

First name:	Kamrul
Last name:	Islam
Position in organisation:	Programmes Officer (Grants)
Email address:	kamrul.islam@groundwork.org.uk
Phone number:	07540126706

1.4. Organisation Secondary Contact

This information must be for a different person and could be the person who will be responsible for the project if successful.

Maximum response = 1

Records: 1

First name:	Thomas
Last name:	Lowe
Position in organisation:	Senior Programmes Officer (Grants)
Email address:	thomas.lowe@groundwork.org.uk
Phone number:	07549020277

1.5. Where did you find out about Walking and Cycling Grants London (WCGL)?*

Groundwork Newsletter

1.6 Did you attend any application workshop, one to one sessions or seek additional advice or support?*

Yes

About your organisation or group

1.7. What type of organisation are you? Please tick as appropriate*

Please note that you will be asked to provide evidence about the legal status of your organisation

Charitable or third sector organisation

1.8. Does your organisation have a bank account with at least two signatories?*

If your application is successful we will pay the grant to your organisation directly. For this to happen, your organisation needs to have a bank account with at least two signatories. **Please note that personal bank accounts are not acceptable.** Setting up an organisation's bank account can take some time. We recommend you start this process as soon as possible. Please tell us whether your organisation has a bank account

Yes

1.9. Has your organisation received a Walking and Cycling Grants London (WCGL), Cycling Grants London (CGL) or Community Cycling Fund for London (CCFL) grant in the past? *

No

Project description

Section 2 - Project description

2.1 Type of project*

Please select the type of project you are applying for

Both Walking and Cycling

2.2 Name of your project*

Please give us a clear and unique project name

WCGL test project for Women 50+

2.3. Is the project being delivered at the same address as the organisation address?*

No

If different, please provide us with the project address below:

Project Address Line 1

12 Baron Street

Project Address Line 2

London

Project Address Line 3

No answer

Postcode

N1 9LL

2.4a Which London borough(s) will your participants be coming from?*

Please select which London borough/s you will be focusing your recruitment within.

Islington

2.4b Please select all London boroughs where the project will be delivered.*

Please select all that apply

Camden

Hackney

2.5 Project description (max 500 words)*

Please explain what your project is, what the aims and objectives are, how it will be delivered, what equipment will be used and how it will contribute to the aims of WCGL, as set out in the application guidelines.

Be as clear and detailed as you can. Feel free to use bullet points to help you answer the question and help those assessing your application form. Bear in mind that the individuals assessing your application will not have previous knowledge about your project or organisation.

12 week cycling on a 3 wheel bike and walking project for 30 women aged 50+. Women whose cycling has lapsed, infrequent cyclers or those who can no longer ride a 2 wheel bike due to lack of confidence, physical or mental health conditions.

Need

To identify an alternative form of cycling for people who are no longer able to cycle a 2 wheel bike due to physical decline or lack of confidence.

To increase the number of people who cycle or walk as a form of exercise, transport or leisure.

To increase the number of people who have lapsed or infrequent cyclists or walkers.

Activities

Three cohorts of 10 women, split into groups A & B, (30) benefit from 1 hour a week of cycling and walking over 12 weeks.

Week 1

Each cohort

Group A & B

- training to use the trikes safely
- meet your group
- advice & guidance on the benefits of making healthy lifestyle choices and being active while still able - delivered by a Personal Trainer.

Week 2 – 12

Each cohort

Lead cyclist & walker No.1 Lead cyclist & walker No.2

Group A 5 people Group B 5 people

Cycle 20 mins Walk 20 mins

Rest 20 mins Rest 20 mins

Walk 20 mins Cycle 20 mins

Location

Finsbury Square to Bath Street

Benefit

Participants benefit from improved physical & mental well-being, increased social interaction, confidence to ride a tricycle, surrounded by nature, and have fun with new friends.

Equipment

Where equipment mentioned here but not listed in the budget, it has already been purchased from another funder and does not form part of this project's application.

Tricycles X 8 (2 tricycles owned by lead cyclists, 4 from another funder, 2 we hope from this application)

Safety helmets X 6

High Viz jackets

Maintenance toolkit

Basic repair kit

First aid kit

Chairs

Outputs

30 women cycle and walk for 1 hour a week X 12 weeks.

Outcomes

25 women report increased confidence to cycle after riding a 3-wheel tricycle

20 women report weekly cycling and walking has improved their physical and mental well-being

2.6 What skills and resources does your organisation have that will enable you to deliver your project? (max. 150 words)*

Skills

Cycle Leads:

14 years employed and volunteering with older people (Age UK)
20 years employed as Community Hub Manager Merton Council
7 years cycling own tricycles
Cycle leads our volunteer led South London Tricycles Club
Basic maintenance and repair
Qualified Personal Trainer

Bike mechanic training and ride leader training.

Resources

4 tricycles from previous funding, 2 owned by cycle leads

Partnership:

- National Trust – free long-term storage of trikes and permission to deliver the project in the park.
- Local Business - free building and repair of tricycles
- Dead Slow Cycles – discount for annual safety service of tricycles

Publicity Liability & Asset Insurance

Safeguarding Adults Policy & Procedures

Cycle leads and Personal Trainer

DBS

Safeguarding Vulnerable Adults certificate

First Aid trained

Risk Assessment

Aged 69 & 72

Lived experience – heart condition and arthritis

Volunteer led South London Tricycles Club

Participants and recruitment

Section 3 - Participants and recruitment

Maximum cost per participant

In order to ensure projects support as many Londoners as possible and that projects offer good value for money, there is a **maximum cost per participant of £166.66**.

I.e., If you are applying for the maximum grant amount of £5,000, your project must aim to support at least 30 participants. Calculated in the following way: $£5,000 \div £166.66 = 30$

However, please note the following:

- We encourage projects to engage with as many people as possible whilst delivering an effective project, as we will be assessing value for money. For example, we would expect to see a higher number of participants for a cycle confidence project that works with women rather than an ability bike session for individuals with specific and complex needs.
- We expect participant numbers to be realistic and suitable for your participants and activities.
- You must have robust reasoning for exceeding this maximum cost per participant (see below).

If you feel your project participants have additional needs which means they require more support and you may need to exceed this maximum cost per participant, please discuss this with the grant administrators before applying call 020 7239 1286 or email wcgl@groundwork.org.uk

3.1 What is the total expected number of participants you expect to engage?*

Please Note: We only count unique individuals rather than the number that attends each session.
For example: entering 50, would be 50 unique people rather than 10 walks with 5 people on each walk.

30

3.2 Explain how you have calculated the number of participants your project will engage with. [max. 150 words]*

Equipment

We currently have 4 trikes and experience delivering a similar volunteer-led project for the National Trust.

Interest

We have a waiting list of 10 women who signed up for our next activity at the National Trust event. Additionally, after witnessing our founder cycling her trike in Morden Hall Park, many women asked to be kept updated of our future activities.

Safety

We anticipate the project will attract more than 30 people but we prioritise quality and safety over quantity. The project takes place off road and each cohort is split into small groups (A&B) to ensure participants feel safe, welcomed and engaged in the activity.

3.3.a. Thinking about the people you are looking to engage with, which three groups of people will get the greatest benefit from your project?*

Please select three only.

Disability groups (Physical, Sensory, Mental Health, Other)

People 60 years of age or more

Women

3.3b. Any further information you think is useful about your participants please detail below [max. 150 words]

We want to add Ethnic Minority groups who will also benefit from the project.

Barriers to walking and cycling

What barriers to walking or cycling (as a means of transport, exercise or leisure) exist for your target group(s)? How will your project aim to address these barriers to encourage them to walk or cycle more often or more safely? How will those barrier(s) be overcome?

Ways to address cycling barriers could include: provide access to bikes, provide cycle training, provide maintenance training, expose them to cycling, employ local cycling advocates, provide talks on cycling, provide bike fitting, employ staff who are from the target group(s) themselves, run activities at a time and in a location suitable to the target group(s).

Ways to address walking barriers could include: provide the target group(s) with a reason to engage in regular walking activities, provide information on local walking routes to local attractions, provide high visibility vests to ensure safety, provide pedometers to monitor and track progress, employ staff who are from the target group(s) themselves, run activities at a time and in a location suitable to the target group(s).

3.4 Please describe what barriers exist for your target participants and how these will be addressed through your project. [max. 200 words]*

Feedback

- 70 x UK Adult Tricycle Riders facebook group
- 5 X mental health service users

Barriers

- Loss of balance & confidence: hearing loss, stroke, brain injury, epilepsy, physical disability.
- Arthritis
- Limited mobility

Overcome barriers

- Ride a tricycle alternative
- Group cycling and walking
- Peer support and encouragement from Cycle leads

Benefits

- Safer
 - Improved strength and confidence
 - Improve physical and mental wellbeing
- Don't like to be seen on a mobility scooter
- Lost driving license due to paralysis
- Can sit and rest legs
 - Don't fall off anymore
- Safer than 2 wheels
- Shopping don't need the car

3.5 How are you planning to reach and engage with these target groups? [max. 200 words]*

Participant criteria

- Women aged 50+
- Multiple Deprivation Decile 1-3 residents
- Disability or health condition that inhibits riding a 2 wheel cycle
- Low activity levels

Enrolment

Applicants complete a PAR-Q (Physical Activity Readiness Questionnaire) that includes activity level assessment. The form will be signed off by a qualified Personal Trainer.

Applicants with a health condition will be advised to check with their GP.

Promotion routes

- Flyers and posters place in community venues, GP surgeries/clinics, Healthwatch
 - Set up facebook page/group
 - Post on relevant facebook groups
 - Partner agencies:
- Age UK, DeafPLUS, Stroke Group Network
- Focus-4-1 mental health organisation

3.6 What is the total expected number of volunteers involved in the project?*

5

3.7 How many participants are expected to progress to becoming volunteers?*

5

Project plan and calendar

Section 4 - Project plan and calendar

4.1a. Expected Start Date*

This must be after Friday 2 January 2026.

May 1, 2026

4.1b Expected End Date*

This must be before Friday 25 September 2026.

Jul 31, 2026

4.2 Project set up and delivery calendar (January 2026 - September 2026)*

Please provide a timeline for the delivery of the project, with at least five key dates/time periods.

Make sure you familiarise yourself with the WCGL Calendar in Appendix 1 and the Payment of grant information (including spending deadlines) in section 7.4 of the [Application guidelines](#) and ensure you develop your project plan and calendar accordingly.

Please detail the proposed dates of the activities you are expecting to deliver with your grant. Things that may be included are:

- Set up tasks (i.e. buying equipment)
- Training for staff or volunteers (i.e. route planning, mechanics or cycle training)
- Publicity activities
- Activities to be delivered for the participants.
- Activities you may want to take part in

Make sure that you detail all the activities/sessions that you intend to deliver with the grant. We expect a good level of detail.

Date 2026 Task

To be confirmed Attend Groundwork training

13 January Draft promotion material

1 February Purchase trikes & equipment,

1 March Build trikes

1 March Order promotional material

1 April Commence promotion of project

1 May Start project X 12 weeks

Cycling & Walking

Cohort 1 Group A & B Wednesdays 11.00am – 12.00pm

Cohort 2 Group A & B Wednesdays 12.30pm – 1.30pm

Cohort 3 Group A & B Thursday 11.00am – 12.00pm

23 July End project

Grant budget breakdown

Section 5 - Grant budget breakdown

5.1 How much are you applying for?*

WCGL will fund grants of up to £5,000 for the period January - September 2026. There may be further opportunities to access additional funding for the continuation of projects. Further information will be available in 2026.

£4,983.00 GBP

Important information on completing this Grant Budget Breakdown spreadsheet

This section of the application form requires you to fill out a spreadsheet with the specific details of how you intend to spend the grant money.

Make sure you familiarise yourself with the following information before completing this section, and ensure you plan your budget accordingly:

- [Application guidelines](#)
- Section 7 of the document covers the terms and conditions
- Appendix 1 of the document covers the calendar and guidance on the delivery period

You should aim to obtain quotes for all items listed in your budget to ensure it is as precise as possible.

Please note that:

- Your organisation will be provided, as part of the project scheme, with access to free ride leader training and first aid training for at least one volunteer or member of staff. You do not need to include this cost in your application.
- In order to conduct activities with the public your organisation needs to have public liability insurance. If your organisation does not currently have public liability insurance, make sure you include this cost in the budget.
- You will also need to insure any equipment purchased as part of the project against damage or theft. If necessary, make sure you include this cost in the budget if the equipment will not be covered by any current insurance you may have.
- For projects involving children and/or vulnerable adults, DBS checks are a requirement for all trainers, helpers, and anyone else working with these participants. These costs can also be included in your budget if required.

Click [HERE](#) to download the Grant Budget Breakdown spreadsheet onto your computer.

Completing the Grant Budget Breakdown spreadsheet

Follow these steps:

1. Download the 'Grant budget breakdown' spreadsheet from the link directly above this text.
2. Open the Excel file on your computer and click 'enable editing' at the top.
3. Read the instructions carefully. If you have any questions or need any support, please get in touch with Groundwork as early as possible, email wcgl@groundwork.org.uk or call 020 7239 1286.
4. Complete the spreadsheet.
5. Save the file with your changes.
6. Upload your completed Grant budget breakdown using the attachments link below in 5.2.

If you have any questions or need any support, please get in touch with the Groundwork as early as possible, email wcgl@groundwork.org.uk or call 020 7239 1286.

5.2 Upload your completed Grant budget breakdown spreadsheet here*

See Grant_Budget_Breakdown_2025 GWL.xls

5.3 Match funding

If you need to raise funds from other sources you must be able to show that you will be able to do this and that it will not affect your project or cause a delay.

Let us know if you have already raised some funds or plan to use reserves or savings.

If you have applied to other funders but are yet to hear from them, tell us who they are and when you expect a decision.

If you have recorded match funding in the above spreadsheet for any of the years that you have applied for, please use the fields below to explain where the funding is coming from and whether it has been secured

We have requested 100% of the project cost in this application. No other funders were involved.

5.4 How will your project continue to run and be sustained after you have spent the grant? (Max. 200 words)*

Long term goals 2026

40 members

Daily tricycle groups

Tricycles for All

Alzheimer's Society and Groundwork London have approached us to deliver a tricycle project for their service users. We are in the planning stages of this project for:

- Visually Impaired adults,
- Adults with Dementia and their carers
- Adults with a physical or mental health condition that inhibits them from riding a 2 wheel cycle

We plan to visit Bikeworks showroom in London to identify an appropriate double rider side-by-side tricycle. The project will be delivered on local school grounds and the tricycles will be stored there during the summer holiday.

Private Hire

Tricycles will be available for hire to the private and voluntary sector. All funds generated will be invested to develop the tricycles project to benefit the wider community.

Data protection

Section 6 - Data Protection

How we use your personal data

Groundwork are known as the 'Controller' of your data which means we have ultimate responsibility about how your data is used. We will only collect the personal data about you that we need to deliver our service and will share your details with Transport for London and The London Marathon Foundation (the funding bodies) for assessment and administration of grant the scheme. Your information will not be processed outside of the EEA (European Economic Area).

We will process the personal data you provide for the purpose of administering your grant application (assessing your application, grant due diligence, processing grant payments, grant variations, grant monitoring, end of grant reporting). If you are successful we will use this information for administration of your grant on the basis of a contract (the Grant Agreement) between yourself Groundwork, Transport for London and The London Marathon Foundation.

We are required to keep data for seven years from the end of an operational programme in case an auditor requires it, after which time it will be destroyed securely. If you do not agree to us using your details in this way, we will be unable to deliver our services to you. If funded, Transport for London, The London Marathon Foundation or Groundwork London may contact any of the recipients of the grant during the term of the Grant Agreement and for up to one year after the project end date.

If you consent for us to use your information for marketing, we will keep it until you notify us that you no longer wish to receive this information. You can unsubscribe from marketing at any time.

Your personal information will not be shared for purposes other than those stated above unless you agree to it at a later time.

Under data protection legislation, you have a number of information rights which include:

- The right to request copies of your personal information
- The right to question any information we have about you that you think is wrong or incomplete
- The right to object to how we use your information or to ask us to delete or restrict how we use it
- In some cases, the right to receive a copy of your information in a format that you can easily re-use

If you have questions or wish to raise a complaint regarding how we handle your data you can contact Groundwork London's Data Protection Officer at GWLondon.GDPR@groundwork.org.uk, write to 18 – 21 Morley Street, London, SE1 7QZ or call 0207 922 1230.

If you still have concerns about how your data is being handled you can lodge a complaint with the Information Commissioners Office of 0303 123 1113 or visit <https://ico.org.uk/>

I confirm that I have understood the Privacy Information above, know my rights and how my data will be used.*

True

If you wish to subscribe to the Walking and Cycling Grants London newsletter to hear about future funding opportunities, please sign up [here](#).

If you wish to subscribe to the Groundwork London grants updates mailing list to hear about Walking and Cycling Grants London and other funding opportunities, please sign up [here](#).

Declaration

Part 7 - Declaration

Once you are satisfied that you have completed the form correctly, please read the following statements carefully:

Declaration to be completed by the lead applicant of the Walking and Cycling Grants London Application form.

I have read the [Application guidelines](#) and I understand and agree to the Terms and Conditions in section 7 of the Application guidelines.

I agree to and certify that to the best of my knowledge the information supplied in this form is true and correct. If successful, my organisation will use the funding only for the purpose shown in this application and will meet all the terms and conditions of the grant agreement once the offer of funding has been accepted.

I also confirm that I am authorised to make this application on behalf of the group described in Part 1 of this application.

I accept all of the above statements and I certify that all of the information I have put in this application is true and to the best of my knowledge. *

True

Print name*

Kamrul Islam

Date*

Jul 18, 2025