

GREENMOOR BIG LOCAL COMMUNITY PARTNERSHIP

(Serving Scholemoor and Lidget Green)

Ref: GBLCP/
(For Internal use only)

APPLICATION FORM FOR GRANTS

Please read guidance notes before completing this form.

1. Contact details

Full Name of Group/ Organisation: <i>(As stated on your constitution)</i>		
Address: <i>(This is where all correspondence will be sent unless otherwise specified)</i>		
Postcode:		
Contact Details:	Main contact person:	Alternative contact person:
Address if different from above:		
Position in Group:		
Daytime Telephone Number:		
Mobile or Other Number:		
E-Mail Address:		
Group's Website:		

2. Your group

When did your Group start?	Month:	Year:
How often does your Group meet?		
Does your Group have a set of rules/constitution? <i>(if not, support is available – see guidance notes)</i>	Yes / No	
How many paid staff do you employ?	Full-time:	Part-time:
How many management committee members do you have?		
How many members do you have?		
How many volunteers do you have?		
<p><i>It is your responsibility to meet all legal and liability requirements necessary to run your Group's activities. Has your group/organisation got all the policies, procedures, and insurance relevant to the Group's activities? Please mark relevant boxes:</i></p> <p>Vulnerable Adults <input type="checkbox"/> Safeguarding Children <input type="checkbox"/> Health & Safety <input type="checkbox"/></p> <p>Equality & Diversity <input type="checkbox"/> Public Liability Insurance <input type="checkbox"/></p> <p>Other (please specify):</p> <p><i>(Do not submit copies now but you may be asked to produce copies of all policies you have in place if required at a later date)</i></p>		
What is your group's current income or income over the past year? <i>(submit evidence and provide copy of your last bank statement)</i>	Year	Income: £

Please give a brief description of the main activities of your Group/Organisation: *(Please use a separate sheet if required)*

3. About the project or activities you are planning *(Your activities must meet one of the priorities identified by the residents in the GreenMoor Big Local area)*

Tell us what project or activities you wish to carry out if you receive a grant from us:

When will the project take place? Start date: End date:

Where will the project/activity take place? *(If you do not own the premises please attach a letter of approval from the landlord).*

Where will most of the people who will benefit from the activity come from: *(They must be from the area of benefit – please refer to area map)*

Please explain how your project fits in with the priorities of the Community Plan that are listed in the guidance notes for this grant?

What difference will this grant make to you and your community? *(Note: you will be asked to tell us, at the end of the project, if you have achieved what you set out to do, and achieved your outcomes)*

How do you know that people in your community want this project or activity?

4. Project Costs

What is the TOTAL cost of your project?	
How much do you need from the GreenMoor Big Local Grants Programme? <i>(Minimum £500 Maximum £1000)</i>	
If this application does not cover the full cost provide evidence of match funding.	
What will be the Grant spent on? Please list everything you intend to purchase/spend the money on <i>(Please submit written estimates for all items and services)</i>	Item Cost (£)
TOTAL	

5. Your bank details

Account Name: <i>(The grant will be paid by cheque or BACS transfer into this account (We will not make payments to individuals)).</i>	
Name of Bank:	
Account Number:	
Sort Code:	

7. Declaration

Please ensure that the application is signed by two people from your Management Committee (preferably by the Chair or Secretary and the Treasurer)

- *We certify that the information provided is accurate and true.*
- *We agree to abide by the terms and conditions of any grant made as set out in this application form and in any Memorandum of Agreement for this Project.*
- *We confirm that we are authorised to sign such declarations on behalf of the applicant group.*
- *We understand that if it becomes evident that the information was misleading then all funds can be withdrawn.*

Signed:	Position in Organisation	Date
	<input type="text"/>	<input type="text"/>
Print Name:		
Signed:	Position in Organisation	Date
	<input type="text"/>	<input type="text"/>
Print Name:		

8. Checklist

You MUST enclose the following information with this form:	Please tick
Constitution or Rules	
Names of Management Committee Members and your officers.	
Evidence of how long the Group has been in existence	
Accounts or statement of income and expenditure for last year or months of existence and a copy of your most recent bank statement	
the name and contact details of a person/organisation who can be contacted for reference purposes	
Written estimates for all items and services you intend to purchase	

Closing date for applications: 12.00 noon on Tuesday 11th November 2014.

PLEASE NOTE: Please read the guidelines of the Programme. All sections of the application form must be completed. Please use separate sheets if you are unable to insert all the information in the space provided on the form. Failure to include all supporting information/documents requested may delay your application or it may mean your application is not considered at all.

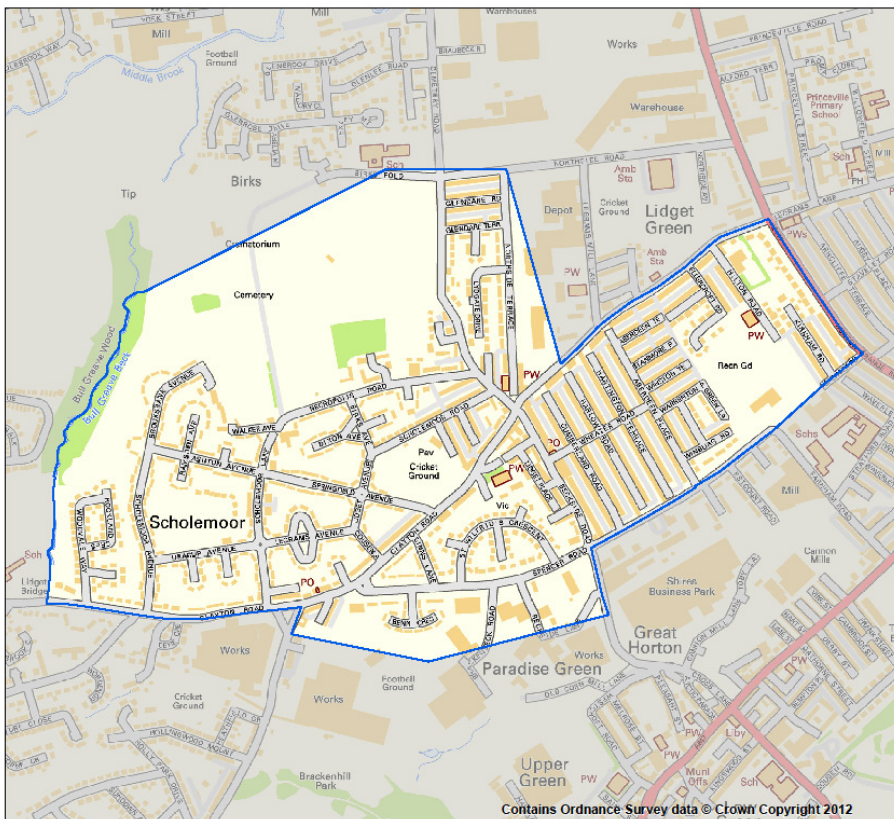
Eligibility: Your organisation must be working and based in the GreenMoor Big Local area (or on its boundaries) - see map below.

Please return completed forms and **ALL** supplementary documentation to the following address:

Abbas Najib (Chair of GreenMoor Big Local) or to Abdul Hamid Ismail –
Care of: Bradford & District Community Empowerment Network Ltd (CNet)
Centre for Enterprise Building, 114-116 Manningham Lane, Bradford Bd8 7JF

Tel: 01274 305045 Mobile: 07957 310990

Email: abdul@cnet.org.uk or abbas_najib@hotmail.com



Local Trust Big Local



Scholemoor and Lidget Green
Bradford

Big Local area

Map produced by Renaisi on behalf
of Local Trust, February 2012