



# Community Grant

## Application Form

<b>For office use only</b>	Date Received:	Ref No.
	Date Ack'd:	Area:

Please ensure that you have read and understood the *General Criteria, Guide to the Application Process and Terms and Conditions of Funding* before you complete this application form available on website [www.westmorlandandfurness.gov.uk](http://www.westmorlandandfurness.gov.uk)

Please write clearly using BLOCK CAPITALS when completing this application form by hand.

Please complete all boxes.

### Section 1: Contact information

a) Name of Group/Organisation	
b) Contact Name	c) Telephone Number
d) Contact Address	
e) Postcode	f) Your Position in the Group
g) E-mail Address	
h) Westmorland and Furness Council will not share any information you provide in sections b)-g) (above), however other community groups or their representatives may wish to contact you. Do you give your permission to pass on your details? Yes    No    Please note: you can withdraw your permission at any time.	
i) Please give a brief description of your group e.g. who are you, what type of group are you and what you do? 	
j) How many governing members do you have in your group?    Male    Female	







## Section 6: Supporting Documents

You are required to enclose the following documents to support your application for funding:

- a) A minimum of **two estimates / quotes** from different independent suppliers.
- b) A detailed **breakdown of all costs** associated with your application for funding.
- c) A copy of a recent **bank statement** in the name of the organisation applying for funding (which should match the name/organisation on the application form).
- d) A copy of your most recent **annual accounts or audited accounts**.
- e) Your **equal opportunities policy or statement**.
- f) Your **constitution** or other governing documents.
- g) A copy of your last **annual report** and/or **AGM minutes**.
- h) Your **child protection policy**, where appropriate.
- i) Your **safeguarding vulnerable adults policy**, where appropriate.

## Section 7: Declaration

**Please ensure that this form is signed by a minimum of two appropriate governing members of your group.**

In signing this declaration we agreed that:

- 1 The information provided in this application is correct.
- 2 We have read, understand and accept the Terms & Conditions of Funding for Westmorland and Furness Council.
- 3 We will complete and return a Project Achievement Report (PAR) within six month of receiving funding.
- 4 We have adequate and appropriate insurance cover for our activities.

### Signatures

<b>Chairperson</b>	<b>Treasurer / Secretary</b>	<b>Position in group</b>
<b>Date</b>	<b>Date</b>	<b>Date</b>
<b>Please print</b>	<b>Please print</b>	<b>Please print</b>

**Please tell us how you found out about our community grants scheme:**

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**Please return you completed application form to your local Area Office.**

#### **Furness Community Development Team**

Safe and Strong Communities  
Westmorland and Furness Council  
Barrow Town Hall, Duke Street  
Barrow-in-Furness LA14 2LD

Simonetta Tiribocchi – 07825 783060

Barrow.AreaSupport@westmorlandandfurness.gov.uk

#### **South Lakeland Community Development Team**

Safe and Strong Communities  
Westmorland and Furness Council  
South Lakeland House, Kendal LA9 4DQ

Karen Charlesworth – 077216 28804

Southlakeland.AreaSupport@westmorlandandfurness.gov.uk

#### **Eden Community Development Team**

Safe and Strong Communities  
Westmorland and Furness Council  
Voreda House, Portland Place, Penrith, CA11 7BF

Jessica Cassidy – 07350 424605

Eden.AreaSupport@westmorlandandfurness.gov.uk