**Social Value Grant - Application Form**

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| **Applicant Information** |

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| Individual / Group / Organisation name |       |
| Name of person responsible for delivering the project |       |
| Organisation type |  |
| If ‘Charity’ please provide charity number |       |
| If ‘Other’ please specify |       |
| Date organisation / group established |       |
| Address |       | Postcode |       |
| Email |       | Phone |       |
| Website |       |
|  |
| **Please select the priority area of your application**  |
| Priority area |  |
| If ‘Other’ please specify |       |

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| **Project Information** |

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| --- | --- |
| Is this a new or existing project? | New [ ]  Existing [ ]  |
| Describe your project (max 500 words) |
|       |
| Where will your project take place? |       |
| Who will benefit from your project? Please detail your target audience |
|       |
| Explain how you know that people in your community want this project. Is there is a need for this project? Please provide evidence of any data collected. |
|       |
| What is the estimated start and finish date of the project? |       |
| Who will be involved in the delivery of your project? |
|       |
| Number of employees / volunteers required for project delivery |       |
| List the main goals of your project and expected outcomes |
|       |
| How will success be measured? e.g. quantitative / qualitative, frequency of evaluation |
|       |

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| **Health and Safety** |

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| Does your project involve working with children, young people or vulnerable adults?  | [ ]  Yes [ ]  No |
| *If yes, please submit all relevant safeguarding policies with your application* |
|  |
| Does your project require permission from a third party?  | [ ]  Yes [ ]  No |
| If yes, has this been obtained?  | [ ]  Yes [ ]  No |
| *If yes, please submit all relevant safeguarding policies with your application* |
|  |
| Has a risk assessment been carried out for the project?  | [ ]  Yes [ ]  No |
| *If yes, please submit a copy of this with your application* |
|  |
| Does your project require insurance?  | [ ]  Yes [ ]  No |
| *If yes, please submit evidence that this has been obtained with your application* |

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| **Budget and Funding** |

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| --- | --- |
| Total amount requested for this project |  |
| Do you have match funding in place or have you applied for match funding? | [ ]  Yes [ ]  No |
| If ‘Yes’ please provide details |
|  |
| Please detail current / previous funders |
|  |

**Expenditure breakdown**

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| --- | --- |
| **Expenditure** | **Cost** |
|       |       |
|       |       |
|       |       |
|       |       |
|       |       |
|       |       |
| Are there any plans for funding from another organisation or the local council over the next two years? | [ ]  Yes [ ]  No |
| If ‘Yes’ please provide details |
|       |
| If this application is for a fixed asset or repeat project please detail how are you intending to sustain this in the future |
|       |

**Supporting Documents**

Please ensure you have uploaded the following supporting documents if applicable

|  |  |
| --- | --- |
| Safeguarding policies  | **[ ]**  |
| Insurance documents | **[ ]**  |
| Risk assessments | **[ ]**  |
| Third party permissions | **[ ]**  |
| Quotes / Invoices | **[ ]**  |
| Testimonials / market research for project | **[ ]**  |

**Funding Agreement**

By submitting this application, the applicant agrees to use any awarded funds exclusively for the purposes outlined in this application. The organisation / applicant commits to adhering to all applicable laws, regulations and terms set by the funding body. Upon completion of any project undertaken with the awarded funds, the organisation / individual agrees to participate in a comprehensive evaluation to assess the project’s expenditure, outcomes and social impact.

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| Signed  |  |
| Date |  |