# Allerdale Borough Council

# Resilient Communities Projects Fund

# Application Form

Please ensure that you have read and understood the supporting documents: Resilient Communities Project Fund and the example grant agreement.

All sections of this form must be completed. Boxes will expand as content is added.

## Section 1: Contact details

|  |  |  |
| --- | --- | --- |
| 1a | **Name of group or organisation**Note: as detailed in the constitution |  |
| 1b | **Contact name** |  |
| 1c | **Street address** |  |
| 1d | **Town** |  |
| 1e | **Postcode** |  |
| 1f | **Contact telephone number(s)** |  |
| 1g | **Email address** |  |
| 1h | **Your position in the group/organisation**Note: Chair, secretary etc. |  |

## Section 2: About your group or organisation

|  |  |  |
| --- | --- | --- |
| 2a | **Website address URL (if applicable)** |  |
| 2b | **Describe the type of group or organisation**Note: such as voluntary & community sector, residents’ group, charity, community interest group |  |
| 2c | **Please detail (if applicable)**Note: such as registered charity number,certificate of incorporation number, Companies House registration number  |  |
| 2d | **Please provide a brief description of the group or organisation including its aims.** |  |
| 2e | **The group/organisation must have its own bank/building society account for which at least two people not related are signatories. Evidence of this will be required. Please confirm you have this.** |  |

## Section 3: The funding proposal

|  |  |  |
| --- | --- | --- |
| 3a | **What do you want us to help fund?**Note: Please give a brief description of the proposal, activities and location |  |
| 3b | **Is this a new project/activity or does it support an existing project? Please provide details.** |  |
| 3c | **Activity start date** |  |
| 3d | **Activity end date** |  |
| 3e | **Detail how your proposal supports the Council’s resilient communities’ objectives?**Note: The key objectives are promoting healthy active lifestyle; addressing community safety issues; addressing inequalities and hardship. |  |
| 3f | **How much is the total cost of the project/activity?** |  |
| 3g | **How much grant is being asked for?** |  |
| 3h | **Explain how this is calculated**Note: If you have this information in a separate document, please attach it to the email |  |
| 3i | **Have you secured any other sources of funding for this project/activity?** | Yes / No |
| 3j | **If yes, please indicate what other funding has been secured/sought.** |  |
| 3k | **Please detail the impact on the proposal if other funding is not secured.** |  |
| 3l | **How will people benefit from your project?**This can include these:* how the activity will be inclusive
* how it will make a significant difference to the residents of Allerdale
* how the project could be made sustainable.
 |  |
| 3m | **Detail any outputs, such as the number of people who will benefit and how you know you have been successful.** |  |

## Section 4: Policies and Insurances

Do you have the following policies and insurances in place?We may ask for copies of these as part of the application.

|  |  |  |
| --- | --- | --- |
| 4a | **Constitution or governing document**Note: A copy of this will be needed | Yes / No |
| 4b | **Risk assessments** | Yes / No |
| 4c | **Child protection policy** | Yes / No |
| 4d | **Safeguarding vulnerable adults policy** | Yes / No |
| 4e | **Equal opportunities statement** | Yes / No |
| 4f | **Public liability insurance with an indemnity of £5,000,000. Proof of this will be required.** | Yes / No |
| 4g | **If you answered No to any of the above, tell us why** |  |

## Section 5: Declaration

Please ensure that you have read the example grant agreement available on the grant web page and the resilient communities project fund information before returning this form to policy@allerdale.gov.uk

**Declaration**
I confirm that the information I have provided in this application form is accurate.

I understand that if the application is successful, a grant agreement detailing the terms and conditions of the grant will be provided, and both parties will be required to sign the agreement before the grant is paid.

I consent to being contacted should any further information be required.

**Name:**

**Signature\*:**

**Date:**

*\*For electronic submissions this can be typed*

## Section 6: Data Protection

Data Protection:Allerdale Borough Council takes your privacy seriously and your data will be used to administer and analyse grants and projects for research purposes. It will be processed in accordance with the General Data Protection Regulations (GDPR) and the Data Protection Act 2018 (DPA).

We may share your data internally or with partner organisations where necessary to administer the Fund, or where we are legally required to do so. The need to maintain confidentiality of vulnerable groups is recognised and their details will not be made public in any way, except as required by law.

Failure to provide the necessary information may mean we are unable to process your funding application. We will not use your data for marketing purposes unless we have gained your consent to do so. You have rights in relation to your data. If you want to exercise any of these rights then you can do so by contacting the Information Governance and Data Protection Officer) Allerdale House, Workington, Cumbria, CA14 3YJ (tel: 0303 123 1702/email: foi@allerdale.gov.uk) or by using the Individuals’ Rights form on our website. For further information please see the [Privacy Notice and Individuals’ Rights](file:///C%3A/en/data-protection-and-freedom-information/data-protection-and-gdpr) page on our website. If you are dissatisfied with how we have processed your data you may contact the Information Commissioner’s Office at <www.ico.org.uk>

Freedom of Information Act:The Freedom of Information Act 2000 gives members of the public the right to request access to information that is held by local authorities, this includes information received from third parties, such as, although not limited to, grant applicants, grant holders and contractors.

If information is requested under the Freedom of Information Act it will be released, subject to certain exemptions.