**Allerdale Borough Council**

**Community Projects Fund**

Application Form

|  |  |
| --- | --- |
| **Name of organisation** |  |
| **Contact name**  | **First name:** | **Last name:** |
| **Contact address** |  |
|  |
| **Town:** | **Post Code:** |
| **Telephone number** |  |
| **Email address** |  |
| **Website URL** |  |
| **Type of organisation** (voluntary & community sector, resident group, business, charity, community interest group or educational establishment) |  |
| **Brief description of organisation** |  |

|  |
| --- |
| **What do you want us to help fund?** Please give a brief description of your proposed activities and a location |
|  |
| **Activity start date** |  |
| **Activity end date** |  |
| **How does your proposal link to the Council’s Tackling Poverty Strategy?** |
|  |

|  |  |
| --- | --- |
| **Is this a new project or does it support an existing project?** |  |
| **How much is the total cost of the activity?** |  |
| **How much are you asking for?** |  |
| **How did you work this out?** (If you have this information in a separate document, please attach it to the email) |  |
| **Have you secured any other sources of funding?** (Yes/No) |  |
| **If yes, please indicate what other funding has been secured** |  |
| **How will people benefit from your project?** (Include outputs and outcomes, number of people who will benefit etc.) |
|  |

|  |
| --- |
| **Do you have the following policies and insurances in place?** (Yes/No)  |
| **Constitution** |  |
| **Risk assessments** |  |
| **Child protection policy** |  |
| **Safeguarding vulnerable adults policy** |  |
| **Equal opportunities statement** |  |
| **Public liability insurance with an indemnity of £5,000,000** |  |
| **If you answered no to any of the above, please indicate why below** |
|  |

Please ensure that you have read the terms and conditions available on the grant web page before returning this form to: priorities@allerdale.gov.uk.

**Declaration**
I confirm that the information I have provided in this application form is accurate, that I accept the terms and conditions of the grant and that I consent to being contacted should any further information be required.

**Name:**

**Signature:**

**Date**

#### GDPR

**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 a number of 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](/en/data-protection-and-freedom-information/data-protection-and-gdpr/) page on our website. If you are dissatisfied with the way we have processed your data you may contact the Information Commissioner’s Office at [www.ico.org.uk](http://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.