



# Community investment application form

Please complete and return to [CommunityInvestmentfund@warrington.gov.uk](mailto:CommunityInvestmentfund@warrington.gov.uk)

## Your organisation

**Name of group/organisation:**

**Type of organisation (select as appropriate):**

- Resident/community association
- Parish Council (in partnership with a community organisation)
- Community organisation
- Youth/children's group

**Your group's main focus:**

- Protect the most vulnerable
- Grow a strong economy
- Build strong, active and resilient communities
- Create a place to be proud of

**Have you previously applied for funding?**

- Yes
- No

## Project details

Project name:	
Project duration:	

## Contacts for your group

Please enter contact details for two people in your group/organisation who are responsible for funding and who are closely involved in your project. If you've applied for funding before but your details have changed, please enter the new details below

Name and position:	
Address:	
Postcode:	
Email address:	
Telephone number:	

Name and position:	
Address:	
Postcode:	
Email address:	
Telephone number:	

## Bank account details for your group

Name of account:	
Name and address of bank:	

Account number:	
Sort code:	

## Members of your group and people your group works with:

What does your group do?	
How often do you meet?	
How many people attend your group regularly?	

## Your project

### A brief description of your project

Describe your project or activity. What will you be doing?	
Where will your project take place?	
Which ward will your project/activity take place in?	
How will local people find out about your project and get involved?	
Are you working with any other groups or organisations? If so, please list them:	

### Needs and benefits of your project

Why is this project needed?	
Is this project new work or a continuation of existing work?	
Who will benefit from your project?	
How many people will benefit from this grant (approximately)?	

### Monitoring and evaluating your project success

List a minimum of three things that will happen, or you will see that shows your project has been successful	
How can you make sure that the benefits of your project continue into the long term?	

## Sharing your information

### Third party partners of Warrington Borough Council – information sharing

Can we pass your details to Warrington Voluntary Action in order to contact you to offer further support with funding the group development?

- Yes
- No

## Equality and diversity

### Who will benefit from the project? Select all that apply

- The whole community
- Pre-school/Early Years (0-4yrs)
- Children (5-11yrs)
- Young People (12-17yrs)
- Adults (18+ yrs.)
- Older People
- People in rural areas
- People in urban areas
- Men
- Women
- People with Disabilities
- Working
- Not working
- Volunteering

### Which ethnic groups may benefit from your project? Select all that apply

- The whole community
- British White
- Other White
- Mixed, Black & White & Caribbean
- Mixed, Black & White & African
- Mixed, Asian & White
- Asian/Asian British other
- Asian
- Asian/British Pakistani
- Asian/British Bangladeshi
- Black/British Caribbean
- Black/British African
- Chinese
- European
- Other

## Financial information

Please provide a breakdown of your costs:

Breakdown of Project Requirements*	Costs (£)
<b>Total Project Cost</b>	

\*You will need to provide quotes or evidence of how you have calculated your costs

## Match funding/other income

Other income (please specify):	
Other grants:	
Sponsorships:	
Fundraising for project:	
Other income:	
<b>Total funding received:</b>	
Is your group able to reclaim VAT?	
<b>We hereby apply for a project grant of:</b>	

## Checklist & enclosures

### Compulsory enclosures

Please mark “x” in the boxes if you have included as part of your application:

- A signed copy of your constitution/ rules
- Three recent bank statements
- The most up-to-date audited/examined accounts

### Other information

Please mark “x” in the boxes if your group has:

- A bank account with at least two signatories
- Annual general meeting(s)
- Safeguarding policy
- A management committee
- Equal opportunities policy
- A green action plan (ECO plan)

**Does your organisation need support or training for any of the below, to help deliver your project more effectively?**

- Support with our constitution or charitable status
- Forward thinking and planning for the future
- Managing, recruiting & keeping volunteers
- Developing projects and community ideas
- Leadership
- Negotiating & influencing decisions in my community
- Working in partnership with other organisations
- Generating income for my organisation
- Using IT more effectively
- Book-keeping, managing money & handling cash
- Monitoring & evaluating the effectiveness of our organisation or projects
- Developing & implementing policies within my organisation

# Bid application agreement

**We can confirm that:**

- the information on this form is correct
- any grant received will be spent on the activities specified and that we will submit a feedback report within six months of the grant being awarded.
- we will acknowledge the support of Warrington Borough Council in connection with this project by the inclusion of its logo in all publicity or information material and include the words “Financially supported by Warrington Borough Council”
- we will acknowledge the support of Warrington Borough Council by thanking the council on your group/ organisation’s social media accounts (if we have social media accounts)
- we will supply the council with images/photos of project progress, so that the council may then, in partnership with the group/organisation, create press releases for local media to highlight the impact of the community investment fund

**Confirmation of the decision made by the panel will be sent to you within ten working days after the appraisal panel meeting.**

Signed:	
On behalf of:	
Date:	