



# 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?

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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

#### Eden Community Development Team

Safe and Strong Communities  
Westmorland and Furness Council  
Mansion House, Friargate,  
Penrith CA11 7YG

Lucy Tonkin – 01768 812660

Eden.AreaSupport@westmorlandandfurness.gov.uk

#### South Lakes Community Development Team

Safe and Strong Communities  
Westmorland and Furness Council  
County Hall  
Kendal LA9 4RQ

Karen Charlesworth – 077216 28804

Southlakeland.AreaSupport@westmorlandandfurness.gov.uk