



Office Use Only
Date Application Received
Minute Number

Woughton Community Council

Communities and Environment Fund Application Form

Please read the Guidance Notes prior to completing this application form. These are available on our website or on request from our offices.

Name of Organisation	Date of Application
Status of Organisation	
<input type="checkbox"/> Charity	State Registered Charity Number
<input type="checkbox"/> Company Limited by Guarantee	State Company Number

Contact Information for the Organisation	
Contact Name <small>(someone who has full knowledge of this application)</small>	Position
Address	
Email Address	
Website	

In the event that your application is successful please state who the grant cheque should be made payable to / please provide bank account details so a direct payment can be made	
Payable to	
Sort Code	
Account Number	

Chair	Telephone / Email
Treasurer	Telephone / Email
Secretary	Telephone / Email

Please provide details of 2 **independent** referees (this cannot be anyone related to or living at the same address as the applicant) who has knowledge of the project. This person should be easily contactable and must agree on amounts.

Name

Address

Email Address

Telephone Number

Name

Address

Email Address

Telephone Number

What are the aims and objectives of your organisation? Please provide full details of your organisation, the work you do and the outcomes you aim to achieve

Amount Requested: £

What do you require the grant for: Please provide details of the project, giving as much information as possible to enable the panel to fully assess the application.

How have you identified a need for the project (scoring criteria 1)? What consultation, if any, have you undertaken? How did you do this? What were the responses?

How will the project improve the quality of life for people who live in, work or visit the Woughton Parish area (scoring criteria 3, 6 and 7)? (Peartree Bridge, Eaglestone, Leadenhall, Coffee Hall, Beanhill, Netherfield, Tinkers Bridge, Redmoor and Bleak Hall). Please provide as much information as possible – how will this project change people’s lives? What impact will it have? What do you want the project to achieve? If applicable, how will it impact upon the environment?

What are the consequences of not undertaking this project? Please provide a full explanation showing how this will impact on the proposed beneficiaries?

How will you make this project sustainable in the future, to reduce dependency on grant funding (scoring criteria 2)?

For projects that focus on the environment (scoring criteria 7), please provide details of how the project will make a positive change / impact.

When will the project / activity start and finish?

Who will benefit from the grant (scoring criteria 3)?

- | | |
|----------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Adults | <input type="checkbox"/> Older adults (55yrs +) |
| <input type="checkbox"/> Children | <input type="checkbox"/> Young People (12-18yrs) |
| <input type="checkbox"/> Men | <input type="checkbox"/> Women |
| <input type="checkbox"/> The whole community | <input type="checkbox"/> BAMER communities |

How many beneficiaries of the project/activity reside or work in the Woughton Parish area?

How have you reached this figure? Please explain the process you used

Woughton Community Council priority is poverty, with 3 focus strands. Please tick which is appropriate to your project (scoring criteria 6)

Youth

Food

Advice

How does your project meet the priorities identified above?

Project Finances (scoring criteria 5)

Please give a breakdown of the total cost of the project for which you are applying, and how much you are requesting from Woughton Community Council

Item	Cost	Amount requested
	£	£
	£	£
	£	£
	£	£
	£	£
	£	£
	£	£
	£	£
Total	£	£

Do you expect the activity/project to generate an income? Yes No

If so, how much? £

How will the income be used?

How will you raise any outstanding balance?

Have you made an application to any other funders for this project/activity, or do you intend to? If so, please tell us who they are, how much you have requested and when you expect a response.

Funder	Amount requested	Amount awarded	Response date
	£	£	
	£	£	
	£	£	
	£	£	

How will you know if the project has been successful? If your project is successful, you will be asked to provide an evaluation, so please consider how you will show success – testimonials, feedback forms, statistics (number of people, demographics etc) could all be used to support this.

I confirm that the information contained within this form is correct and that I have attached the required documents

Name

Position

Signature

Date

Please note, you may also be asked to give a short presentation to the Services Committee or at the Chairs Awards on how the grant has benefitted the local community.

By returning this form you will have given permission under the Data Protection Act 2018 to have your details registered on the Woughton Community Council database. Woughton Community Council will only use this information to provide you with details of schemes and events which may be of interest to you. Please tick this box if you do not wish to receive this information