

Community Investment Fund Application Form



Section 1 - about you or your group

Q1 Name of group?

Q2 If you are successful, who do we make cheque payable to?

Q3 Contact name

Q4 Address

Q5 Contact number

Q6 Email address

Description of your group

Q7 What does your group do?

Q8 What is your role and responsibility? i.e. Chair, Finance Officer, etc.

Q9 Who runs your group?

Q10 Do you have a constitution (a set of rules)?

Yes No

Funding

Q11 Are you receiving other funding for this event/project?

Yes No

Q12 Who from?

Q13 How much?

Q14 Have you already raised (or are you prepared to raise) funds towards this project?
Please give details.

Section 2 - Your project

Q15 Please give a detailed description of what you would like the grant for including dates, times and location (please remember the more information you can give, the better)

For the following questions, please tick one or more of the following that applies to your event/project:

Q16 Target group

Community Youth and children Elderly Hard to reach/minority groups

Other (please state) _____

Q17 Type of event/project

Fun day Youth activity Outing Toddler Community project

Equipment Clothing i.e. sports kit

Other (please state) _____

Q18 Aim of project

Environmental Community spirit Health and well-being Inclusion

Educational Independence Raise awareness Reduce antisocial behaviour (ASB)

Other (please state) _____

Q19 How will it benefit your community, and how many people including Westlea tenants and the wider community are you hoping to reach with this event/project?

Q20 What would be the negative impact of not receiving this grant?

Q21 How much will it cost? Please give a breakdown of the cost of the event/project, listing what you are planning and estimated costs for each activity.

Q22 What size grant are you applying for from the Community Investment Fund or from other sources (please describe)?

Q23 Are there any ongoing costs or maintenance for your event/project?

Yes No

Q24 If yes to the above, who will meet these costs? (i.e. play equipment, insurance, IT etc.)

Q25 Are you aware of other funding avenues?

Yes No

Q26 Would you like further information on funding?

Yes, I would like further information

Section 3 - Statement and Checklist

Statement

I confirm that the information given in the Community Investment Fund application form is a true statement, and that I am authorised to make this application on behalf of the group

Signed _____ Date _____

On behalf of (person/group/organisation)

Q27 Have you done the following?

Taken a copy of the application form?

Included a copy of your constitution if you have one?

Attached a copy of your recent accounts, if you have them?

Attached any other information or publicity which will support your application?

Q28 You must be prepared to feature in Westlea publications; are you happy to do so?

Yes No

Q29 You may be asked to attend a meeting to present your application. Would you be happy to do so?

Yes No

Q30 You must be prepared to complete an evaluation form. Would you be happy to do this?

Yes No

Your application will be assessed by a group of residents. As the budgets are limited, not all applications can be granted and the group's decision will be final.

Completing this application is not a guarantee that you will receive funding. Please do not allocate money to a project until you have received a cheque.

