



"helping to build sustainable communities"

Community Cohesion Fund Application Form for Small Grants

Section 1
Tell us about your organisation and how we can contact you

1 Organisation name

2 Organisation address

Address and post code

1 Your constitutional document sets out your organisation's aims and how it works. It may be called your constitutional, rules, trust deed or memorandum and articles of association. The name you give here must match that on your bank statement and your accounts

Main contact

Name Position in organisation

Address and post code

3 We assess grant applications using information on the application form and either a phone interview or site visit, depending on the amount you have asked for. One or both of the named contacts will have to take part in the assessment process so they will both need to have a clear understanding of the project and the application

Daytime phone number Fax number

E- Mail address

When is the best time to contact you?

4 Second contact

Name Position in organisation

Wherever possible, we will try to contact you at a time to suit you and we will do all we can to meet any specific communication needs you may have using the information on the application form and either a phone interview

14 How do you know there is a need for your project?

14 The purpose of this question is for you to tell us about the community your project will benefit and how the idea for your project came about.

15 How does your project fit with our priorities?

15 The purpose of this question is for you to tell us which of our priorities your project fits

16 How much will your project cost?

16 Please give a full break down of your project costs

17 Please provide details of an organisation who can act as a referee

Name _____ Position in organisation _____
Address _____

Post code _____
Daytime phone number _____
Signed _____ Name _____
Date _____ Position _____

18 Please provide details of Bank and signatories

Bank name _____
Address _____

Sort code _____ Account number _____
Number of cheque signatories _____

Return your completed form to:
Karon Phillips, CCP Project Manager, The Old TA Building, Elizabeth Street, Corby NN17 1PN
Company limited by Guarantee number 5534919
Registered Charity number 1112067

or site visit, depending on the amount you have asked for. One or both of the named contacts will have to take part in the assessment process so they will both need to have a clear understanding of the project and the application

Daytime phone number

Fax number

E- Mail address

When is the best time to contact you?

Do you have any communication needs we should be aware of? Please give details

Main contact

Second contact

5 When was your organisation setup?

6 Are you a branch of a larger organisation?

6 If you are a branch of a larger organisation, it is important that your parent body is aware and supports the project. We will only accept applications where the branch has an independent constitution, accounts and bank account. Please provide a letter of support from your parent body with your application

7 What type or organisation are you? (Tick all that apply)

Company limited by guarantee

Registered charity

Ref:

Ref

7 Please tick the box or boxes that describe your Charity. We can only give grants to community and voluntary organisations with a constitution, set of rules or memorandum of agreement and articles of association.

8 Please tell us what your organisation does.

8 Explain the purpose of your organisation and what it actually does. Please refer to specific activities. Your answer needs to relate to your organisation as a whole rather than just your planned project. If you are a new or small group and the project will be the start or all of your activities, please explain this here

Section 2 Tell us about your project

9 What is the name of your project?

10 Project address (if different from the organisation's address)

10 Sometimes a project will be delivered from a different base which is different from the organisational address

11 Is this a new or existing project

11 Please tell us whether this is a new project to your organisation or part of an existing project managed by yourself or another partner

When do you hope the project will start?

12 Give us a realistic project start date which takes account of other funders' turnaround times.

13 Describe your project

13 Clearly describe the overall purpose and main activities of your project.