

**SECTION 1: ABOUT THE APPLICANT****1.2 Name of the Organisation**

*This is required again because the front sheet of the application form with your contact details will be removed for data protection and administrative purposes.*

1969 Rossendale Squadron Air Cadets

**SECTION 2: ABOUT THE ORGANISATION****2.1 You need to submit one of the following documents to support your application**

*Please see guidance notes section 1.1 before completing this part of the form*

X Constitution

Set of Rules

Terms of Reference

Articles of Association

**2.2 How many people are in your organisation?**

Paid Staff	Volunteers	Total Members <i>Please include here the total number of people who use your organisation and not just elected members.</i>
None	1 Uniformed NCO 7 Civillian instructors	16 member 8 Staff 8 Civilian committee members

**2.3 Has your organisation received funding from the Local Member Grants Scheme before?**

YES

X NO

Please provide the date received \_\_\_\_/\_\_\_\_/\_\_\_\_

**SECTION 3: BANK DETAILS**

**3.1 We need documentary proof of your group's bank account.**

*We use the account details provided (e.g. sort code and account number) to make grant payments direct to your organisation's bank account. If you have a building society account please contact us before sending in the application.*

***(Please note - cheque payments are not possible)***

X Please attach a **copy** of your organisation's bank account statement (within the last year). *We do not need the organisation's statement of accounts.*

**3.2 We need to know if your bank details have changed since you last received money from LCC.**

*If your bank details have changed and you do not inform us this could delay the payment of your grant.*

X Yes – details provided on bank statement

No - bank details haven't changed/this is the first time applying for any funding from LCC

**SECTION 4: THIS APPLICATION**

**4.1 Which County Councillor electoral division(s) will your expenditure cover or benefit?**

*See guidance notes section 2.1. If you are applying to more than one county councillor make sure you list all the electoral divisions here.*

County Councillor Anne Cheetham Rossendale South

County Councillor Alyson Barnes Rossendale North

County Councillor David Stansfield Rossendale West

County Councillor Sean Serridge Whitworth

**4.2 Name(s) of County Councillor(s) that the grant is being requested from**

Councillor Name	Amount Requested
County Councillor Anne Cheetham	<del>£4000</del>
<i>If you wish to apply to more than one county councillor, make sure you list them all here with the amounts you are asking from each of them. See guidance notes section 2.2.</i>	
County Councillor Alyson Barnes	£800
County Councillor David Stansfield	£800
County Councillor Sean Serridge	£400
Amount requested from Cllr Cheetham was £1,000 now changed to £968.00. Confirmed by group.	
<b>Total Amount Requested</b>	<del>£3000</del> <b>£2,968.00.</b>

**4.3 What are you going to spend the grant on?**

*You need to tell us what you are going to buy with the money from the grant, for example, the piece of equipment you are going to buy, or what items you are going to buy if the money is to help with an event you are arranging. Detailed costs are required on the next page.*

*The project that has been identified is to acquire Walking and camping equipment for the cadets to use when engaged on their Duke of Edinburgh Bronze, Silver and Gold expeditions. Our cadet's come from all walks of life and due to the local area being disadvantaged, not all cadets have access to the equipment required to partake and complete this section of the award, the squadron does have a limited amount of old used equipment for about 6 cadets to deploy on expeditions.*

*However in the new year we have 12 cadets signed up and ready to under take their bronze award, 4 progressing onto Silver, and 1 cadet undertaking her Gold award.*

*Our aim is to help develop the lives of the young adults we serve and support them on their journey to a better future. By creating opportunities to develop skills, get physically active, give service and experience adventure, the Award can play a critical role in their development outside the classroom. It also allows their achievement to be consistently recognised worldwide, giving young people unique international accreditation of their experiences.*

*Being able to offer such activities to the cadets this directs them away from the streets and into a close-knit group working towards a common purpose, encouraging team working, leadership and civic pride. The squadron has potential and ambition for growth; once this project is successful they will have the facilities to engage fully.*

*Although initially there is a substantial outlay in monetary terms for the equipment the longevity and benefit to the cadets is immeasurable to assisting them in obtaining and furthering their life skills as our future adults and community leaders. The Air Training Cadets (ATC), has a duty of care towards young adults in our community, all of our children and young people deserve the best possible start in life. Their rights should be respected, their voices heard and public services sensitive to their individual needs. Trustees of charities, which work with vulnerable groups, including children, must always act in their best interests and ensure they take all reasonable steps to prevent harm to them. Having safeguards in place within an organisation not only protects and promotes the welfare of children but also it enhances the confidence of trustees, staff, volunteers and parents.*

*This project is measurable because we will see cadets participating at all levels in Duke of Edinburgh scheme, once successful their achievements will be awarded and celebrated through regional journalistic and social media streams, and reporting directly back to yourselves offering updates. Those underprivileged cadets who are currently unable to engage due to lack of equipment will now be given the opportunity to borrow the equipment, this will make a marked difference to their lives.*

**EXPEDITION KIT LIST**

<b>Packed it</b>	<b>Item needed</b>	
	1 pair of walking boots (broken in)	Berghaus: Expedito Trek, Expedito Ridge and Explorer Trek and Explorer Ridge boots, Contour, Sherpa and Pioneer boots
	2 pairs of walking socks	WoolFusion Trekker, Woolfusion Trail,
	2 pairs of sock liners (optional)	Coolmax Liner, Sealskin
	2-3 t-shirts	Vitalise Base T-shirt
	Thermal t-shirt (optional)	Vitalise Base T-shirt
	2 Fleece tops or similar	Micro Fleece: Ionic Hooded Jacket
	2 walking trousers	Traverse/Terrain Trousers
	Underwear	Supplied by Cdt
	Nightwear	Supplied by Cdt
	Flip flops/trainers/sandals etc	Supplied by Cdt
	Warm hat &/or sunhat (as appropriate)	Supplied by Cdt
	1 pair gloves (if appropriate)	Sealskin waterproof gloves
	1 pair shorts (if appropriate)	Supplied by Cdt
	Sunblock (if appropriate)	Supplied by Cdt
	Waterproof over-trousers	Gore-Tex Over trousers
	Jacket/coat (waterproof &	Waterproof Shell: Reaction Lite,

	windproof)	Reaction Thermic, Kimba Lite, Ruhi Lite jackets
	1 pair gaiters (optional)	
<b>Packed it</b>	<b>Item needed</b>	
	Rucksack	Minimum 65 Litre rucksacks
	Rucksack liner	Roll Top Bags (2/5/10/15/25/40/70/100 litres)
	Sleeping bag	Season 3/4
	Sleeping mat	Self inflating Aero mats
<b>Packed it</b>	<b>Item needed</b>	
	Waterproof bag	DriStore Waterproof bags Waterproof compression stuff sack (5/10/15 litre)
	Sleeping bag liner (optional)	Silk Rectangle/Mummy Sleeper
	Survival bag	Survival Bag
	Whistle	Survival whistle, Safety whistle
	Torch (handheld or head torch and spare batteries)	Intensity 220 torch, Intensity 220 head torch
	Personal first aid kit	Camping first aid kit, Trek first aid kit, Blister first aid kit
	Expedition food (including emergency rations)	Beyond The Beaten Track: Expedition food packs and ready meal pouches.
	Water bottle	Tritan Flask (1000ml), Tritan Bottle (650ml) and Stainless Steel Water Bottle
	Knife, fork, spoon	Basic knife fork and spoon set,

		Folding <input type="checkbox"/> knife fork and spoon set; Ellipse knife, fork and
	Small pocket tool	Victorinox, Leatherman
	Plate/bowl	Stainless steel camping bowl, Camping plate, Titanium plate, Ellipse plate, Ellipse bowl
	Mug	Stainless steel camping mug, Titanium mug, Ellipse mug
	Box of matches (in waterproof container)	Windproof matches
	Wash kit/personal hygiene items	Supplied by Cdt
	Towel	Soft Fibre Lite towel (large 120g, x-large 146g, giant 203g)
	Small quantity of money (optional)	Supplied by Cdt
	Notebook and pen/pencil	Supplied by Cdt
	Watch	Supplied by Cdt

Packed it	Item needed	
	Tent(s)	Banshee, Helix, Zenith, Pulsar, Nova, Halo, Omega, Tempest, Mirage
	Camping stove(s)	Gas burner, Gel fuel burner and Liquid fuel burner. Folding gas stoves.
	Camping stove fuel in an appropriate and safe container	Trangia: Fuel bottle 0.3L, 0.5L, 1.0L <input type="checkbox"/> Bio-ethanol gel fuel 200ml and 1 litre pouches
	Cooking pans	Included with Trangia stoves

	Scourers	
	Tea towels	
	Food (lightweight and including snacks)	Snacks Supplied by Cdt
	Plastic bags (for rubbish etc.)	
	Toilet paper	Supplied by Cdt
	Maps (1:25 000/1:50 000)	Ordnance Survey: Explorer map, Landranger map standard or weatherproof.
	Compass	Silva: Classic, Field, Ranger, Expedition 4 compass.
	Map cases	Silva: Carry Dry Map Cases – A4, M30 and Large.
	Camera (optional)	Nikon D300
	Tick remover (location-dependent – ask your Supervisor)	Lifesystems: Tick remover

Packed it	Item needed	GOLD AWARD REQUIRMENTS
	Hydration pack	2L Hydration pack
	Storm shelter	Storm shelter
	Stove multidisc (collander/lid/cutting board)	Multidisc 25 series, Multidisc 27 series
	Pre-packed expedition food	
	After-sun cream	Supplied by Cdt
	Sunglasses	Supplied by Cdt
	Insect repellent	Expedition 50+ insect repellent, Natural 40+ insect repellent

	Stopwatch	
	Waterproofing expedition ) (pre-	Tech Wash 100ml pouch/300ml bottle, Wash-in 100ml pouch/300ml bottle, Footwear cleaning gel 125ml, Fabric & Leather proof 125ml sponge on/spray on, Nubuck & Suede Proof 125ml sponge on/spray on, tent & Gear Solarproof 500ml spray on
	String	
	Spare boot laces	
	Tin opener	
	Ball, playing cards etc.	Supplied by Cdt
	Trowel	
	Mosquito net	Mosquito Nets
	Emergency light sticks	12h Light sticks
	Water purifying tablets	Chlorine Dioxide tablets
	Travel plug	Travel adaptor
	Security pouch	Body Wallet (waist, chest)

#### 4.4 How will the money benefit people in the Councillor(s) division(s)?

*See guidance notes section – 2.3. You need to tell us how this money will help your organisation specifically and also the general public who live in the county councillor(s) electoral division, for example will it help bring people together or help stop anti-social behaviour.*

*Our catchment area falls between Accrington and Burnley we currently have 35 cadets from Haslingden over to Bacup and all other wards from the Borough. The squadron endeavours never to decline the youth's attendance because in partnership with Lancashire Constabulary, attendance at the squadron is helping to reduce the occurrence of anti-social behaviour reports and complaints in the Rawtenstall and surrounding area. Rawtenstall is an under privileged area and the Air Cadets provide young people with focus and structure by actively diverting their energy and attention into positive activities whilst teaching them discipline, confidence and social skills to integrate within the community. This equipment will be available for all of our*



community's young people that sign up to squadron and partake in the DofE scheme.

**4.5 What is the total cost of the activity?**

*For example this is the amount it will cost to buy the equipment/hold the whole event.*

~~£9,000~~ £ 2,968.00

**4.6 How much are you applying for from the Local Member Grants Scheme?**

~~£3,000~~ £ 2,968.00 .

**4.7 If you are not asking for the full cost of funding for your activity please tell us where the rest of the money is coming from and if it is secured at the time of your application.**

*The figures here, together with the figures in 4.6 should add up to the total cost in 4.5.*

How much?	Funding period	Funder/Applied or Confirmed?
£ Unknown	March 2017	Annual squadron dinner raffle / auction
£ Unknown	May 2017	Bag pack event at Asda Rawtenstall
£ Unknown	June 2017	Bag pack event at Tesco Haslingden
£ Unknown	Pending 2017	Bag pack event at Tesco Rawtenstall

**4.8 If you do not get all the funds, or only a percentage of what you require, you need to tell us what will happen to your proposed activity.**

*It is possible, that your application may be supported, but not for the full amount of funds. If this happens, we need to know if you can continue with your activity, e.g. you may provide an activity for half the intended period of time.*

If the funding is not fully supported by the grants process, we will still be able to continue and participate in the Duke of Edinburgh scheme with the old, barely serviceable equipment we have at squadron.

This funding request is to replace the old equipment that due to its age is heavy for the cadets to carry on their backs for prolonged periods of time, which is expected on the scheme as they have to be self sufficient. The new equipment will be lightweight and will assist the cadets during their practice and qualifying expeditions.

Without the requested funding it will slow down the purchase of equipment and therefore the cadets will not be afforded the use of the new equipment for this years' expeditions (2017)

Partial or no funding means that we will have to purchase the new equipment as and when we have the funds available from our fund raising events.

The funds will be spent as soon as we are in receipt of the money.

**4.9 What is the start and end date of the activity or when do you intend to purchase the items/equipment?**

*Please note you must spend the funds in the current financial year.*

Start Date	End Date
20/02/2017	<del>06/03/2017</del> Ongoing

**4.10 Please give a detailed breakdown of your expenditure for your activity/equipment.**

*See guidance notes section – 3.4. The total costs here must add up to the figure shown in section 4.5 for example if you are buying plants and compost for a gardening scheme we need to know how much these are. In addition, if you have a quotation from a supplier please also provide this as evidence of the costs.*

Please find attached an itemised quotation from Cotswolds outdoors for equipment that is required to replace old and unserviceable kit.

**SECTION 5: CONFIRMATION OF ORGANISATION'S POLICIES**

**5.1 Will the activity involve members of your organisation having significant contact with children or vulnerable adults?**

*See guidance notes section – 4.1. If you are purchasing equipment this will not involve children or vulnerable adults. This section is only relevant for example if you are holding an event.*

X Yes

No – Please go to question 5.4.

**5.2 If you have ticked 'Yes' above, does your organisation have children or vulnerable adult protection policies in place?**

*See guidance notes section – 4.1.*

Yes – Please supply relevant copies with your application.

No – Please answer question 5.4.

**5.3 If you answered 'yes' to question 5.1 are the appropriate individuals cleared by the appropriate DBS Check (Standard/Enhanced/Enhanced with Barred List)**

*NB we operate a 'spot-check' procedure, which may require you to provide evidence at a later date.*

Yes

No – Please answer question 5.4.

**5.4 If you have ticked 'No' to either questions 5.1, 5.2 or 5.3, please explain why and why you feel clearance is not necessary to enable us to consider whether your application can proceed.**

*If you are purchasing equipment, you need to state here that no children or vulnerable adults will be involved in the purchase of the equipment.*

N/A

**Local Member Grant: Funding Agreement**

You will need to read carefully through the below terms and conditions and sign and date on the next page to declare that you agree to meeting these terms and conditions if your application is successful. We will not be able to process your application if it has not been signed and dated. **Please print off this Funding Agreement and send in a signed hard copy. We will not be able to process applications unless we have received a hard copy of the signed Funding Agreement.**

- ✓ We agree that any funding awarded will be used solely for the purposes set out in this application form and that the County Council can recover any monies not spent during the project.
- ✓ We will consult the Council about any changes to the project by completing and returning a 'Notification of Change' form. We will await agreement of the change from the County Council before the funds are spent.
- ✓ We agree that we will be responsible for any overspend on the project, and that the County Council will not be liable for any costs in excess of any funding awarded.
- ✓ We agree to keep all financial records and accounts including receipts in relation to the project for seven years after the completion of the project.
- ✓ We accept responsibility for ensuring we have all the necessary consents including planning, statutory and landownership. We also accept responsibility for ensuring there is appropriate insurance cover for the people and assets involved in the funded project and the County Council will not be held responsible for any liability, which arises before, during or after the project.
- ✓ We will meet all legal requirements relating to child protection (including Standard or Enhanced Disclosure Barring Service (DBS) checks with appropriate Barred list checks in accordance with DBS Guidance for all persons involved in the project. We will also meet the necessary requirements of having children and/or vulnerable adult policies in place
- ✓ We will adhere to all Health and Safety regulations and Lancashire County Council will not be held responsible for any liability, which arises before, during or after the project.
- ✓ We will ensure the fund is not used to pay for any expenditure that has already been incurred prior to the approval of the grant.
- ✓ We agree that in the event of any project ceasing to operate, any equipment purchased through grant aid will be retrieved for reallocation.
- ✓ We agree to provide Lancashire County Council with accurate, timely monitoring information in line with the requirements set out in the offer letter and/or service level agreement.
- ✓ We agree that Lancashire County Council reserves the right to publicise our project in the local media. If we intend to publicise the grant we will consult with the County Council before making any public statement relating to the service that the County Council is helping to fund. Any public statement must acknowledge that the Service is delivered in partnership with, funded by Lancashire County Council, and should include Lancashire County Council's logo.
- ✓ We agree that Lancashire County Council will have the right to withhold any or the entire grant and/or request all or part of the grant to be repaid if they feel that:
  - We have not complied with all or any of the terms and conditions of the grant.
  - Information provided by us was inaccurate, incomplete or misleading.
    - No organisation can receive any grant funding, if to award a grant would contravene

State Aid rules.

- The use of the grant is in breach of County Council Policies and Procedures.

We understand that by signing this form, if the application is approved by the County Councillor(s) named, we are contracting to spend the funding as stated in this application form and to provide the monitoring and other information required under the terms of the Local Members Grant Scheme.

### Declaration

- ✓ We certify that to the best of our knowledge the information provided in the application form is accurate and correct.
- ✓ That the persons below can both sign on the organisation's bank account. (please note that the two signatories cannot be related to each other)
- ✓ By signing and submitting this form, we agree to the funding agreement detailed.
- ✓ I declare that the organisation meets the general eligibility criteria set out in the guidance notes.

We also understand that should this application be successful, the information contained in the application form will be used to form the basis of the funding agreement and for monitoring purposes.

Name of Organisation: 1969 (ROSSENDALE) SQW AFC



CAROL PATON

Name of First Signatory (please print)

NCO IN CHARGE

Position in the Organisation (please print)



Signature

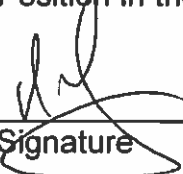
Date: 21/2/17

ANDREW BROXTON

Name of Second Signatory (please print)

TREASURER (CIVILIAN COMMITTEE)

Position in the Organisation (please print)



Signature

Date: 21/2/17

## Checklist for applicants:

**Please ensure you have completed all sections on this form and have enclosed the necessary supporting documentation - incomplete forms cannot be processed for consideration by the councillor(s).**

- ✓ I have answered all of the questions on the form
- ✓ Attached the necessary supporting documents listed in Section 2
- ✓ Attached a copy of your bank statement
- ✓ Completed the declaration with 2 signatures from people who can sign on the organisations bank account
- ✓ Attached a copy of your Child Protection and Vulnerable Adults Policy if you have answered 'Yes' in Section 5.1
- ✓ If submitting my application electronically, I have posted a hard copy of the Funding Agreement and Signed Declaration on page 9 and 10.

**In addition, please make sure that:**

- ✓ You have kept a clear copy of the form for your own records
- ✓ You have clearly marked each document with the name of your organisation

**Completed application forms should be submitted to the Democratic Services Team via the address below.**

*Telephone:* 01772 533756

*Email:* [LPTlocalmembergrants@lancashire.gov.uk](mailto:LPTlocalmembergrants@lancashire.gov.uk)

*Postal Address:*

Local Member Grants  
Lancashire County Council  
Legal and Democratic Services  
2nd floor, Christ Church Precinct  
County Hall  
PRESTON  
PR1 8XJ