

SECTION 1 : ABOUT THE APPLICANT

1.2. Name of 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.

SN. ANNES LADIES SOCIETY ACCRINGTON

SECTION 2 : ABOUT THE ORGANISATION

2.1 You need to tell us which of the following documents your organisation has.

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

- Constitution
- Set of Rules
- Terms of Reference
- Articles of Association
- Minutes of a meeting at which this application was discussed
- Other (please state below after referring to guidelines)

You must supply one of these documents with your application.

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>
		28.

2.3 Has your organisation received funding from the local member grants scheme before?

- Yes please provide the date received 1 Jan 2012
- No

SECTION 3 : BANK DETAILS

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

We use the account details provided (eg 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)

- Please attach a **copy** of organisation's bank account statement (within last year) attached. *We don't need the organisation's statement of accounts.*

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.

~~BARNFIELD~~ W
 CHAIRE PRITCHARD NORTH
 BERNARD DAWSON SOUTH
 MR YOUNG'S Munsif Dad WEST

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

Councillor Name	Amount requested
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.	
C. PRITCHARD	140
B. DAWSON	140
MR YOUNG'S	140
M. Dad	
Total amount requested	
	420

(5.11.13) person

4.3 What are you going to spend money 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 needed on the next page.

Return coach journey to Barton Grange Garden centre with supper on arrival.

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.

So go on a Xmas party bringing people from their own homes from for our annual social outing.

4.5 What is the total cost the equipment or event?

This is the amount it will cost to buy the equipment / hold the whole event.

£ 420

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

This figure should equal the total amount of all the figures in section 4.2 of this form.

£ 420

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

Name of Organisation/Person	Amount - £	Secured (Yes/No)
<i>The figures here, together and the figures in 4.6 should add up to the total cost in 4.5.</i>		

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 expenditure / event?

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 expenditure / event eg you may provide an activity for half the intended period of time.

We will provide the remaining monies from our own bank A/c.

4.9 When do you intend to purchase the items subject of this application?

Please note you must aim to spend the money in the current financial year. For example, purchase the equipment / hold the event / have at least one of the trips mentioned in this application form.

Start Date	End Date	Ongoing
25.11.13		

4.10 Please give a detailed breakdown of your expenditure on the equipment / event.

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. Also, if you have a quotation from a supplier please also provide this as evidence of the costs.

£ 240 For supper
£ 180 For return coach journey.

SECTION 5 : CONFIRMATION OF ORGANISATION'S POLICIES

5.1 Will the expenditure / event 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.

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 Criminal Records Bureau, and is the appropriate vetting and barring scheme in place?

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.

All our members are of intelligent adults and of sound mind.

SECTION 6 : DECLARATION

6.1 We declare that all the information contained in this application is accurate and correct to our knowledge and that the persons below can both sign on the organisation's bank account. *(Please note the two signatories cannot be related to each other).*

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.

By signing and submitting this form, we agree to the funding agreement detailed on page 7 (see guidance document – paragraph 6.4).

Organisation's Name
(block capitals please)

Name 1 (block capitals please)

Signature 1

Position in organisation
(preferably chair)

Date

Name 2 (block capitals please)

Signature 2

Position in organisation

Date

(Please note the two signatories cannot be related to each other).

Please make sure your signatories have signed and dated this form as unsigned/undated forms cannot be processed to the county councillors(s).