



**Barrhill Community Interest
Company**

Grant Application Form (over £500)

1. Applicant's Details

1.1 Name of Organisation

1.2 Name of Project

Primary Contact for the Project

Secondary Contact for the Project

Name:

Name:

Address:

Address:

Postcode:

Postcode:

Telephone:

Telephone:

E-Mail:

E-Mail:

Position in Organisation:

Position in Organisation:

1.3 Primary Purpose of the Organisation
i.e. Parish Council/Voluntary
Organisation/Charitable Trust/Other

1.4 Is the Organisation?

A formally constituted Club/Association/Trust
(But not a company and not for profit.)

Company Limited by guarantee/shares (Not for profit)

Company Limited by guarantee/shares (Making a profit)

Registered Charity (State number)

Other (Please specify)

- 1.5 Please give a brief description of your organisation, explaining when it was set up, main aims and objectives, management arrangements, number of paid employees and volunteers, past achievements. (Your organisation business plan must be submitted with this application.)

2. Details of Proposed Project

- 2.1 Please explain the project and what the funding is required for:

- 2.2 Location of proposed project:

- 2.3 Please indicate the approximate dates of the project:

Start:

Completion:

3. Need and Justification

3.1 Please indicate how need for this project has been developed, including details of any research which you have carried out:

3.2 Please give details of what steps your organisation has taken to ensure full community involvement in your project.

3.3 If your organisation is a charity or constituted group, do you have a membership which is open to all and carries an equal opportunities policy? Please give details.

4. Refurbishment of property:

Do you own the land/buildings? **YES/NO**

If yes, please supply proof.

If not, please advise terms of Lease/rent

Please state who has legal tenure of land or buildings related to the project and how long any lease or rental agreement has left to run. Length of lease must not be less than 10 years and may be dependent on the project value and complexity.

5. Do you have any of the following?

- | | | |
|------------------------------------|--------|--------------------------|
| a) Public liability insurance | YES/NO | <input type="checkbox"/> |
| b) Affiliation to a governing body | YES/NO | <input type="checkbox"/> |
| c) Other insurance | YES/NO | <input type="checkbox"/> |

(If you answer yes to any of the above, please provide policy details.)

6. Project Costs and Contributions

6.1 What do you anticipate will be the Total Cost? £

6.2 Grant requested from Barrhill Community Interest Company. £

6.4 Does this figure include VAT? YES/NO

6.5 Are you able to recover VAT? YES/NO

6.6 Please give a full cost breakdown of your project, enclosing quotations, and any other documents:

Projects with an entire cost of or less than £1000.00 – 2 quotes

Projects with an entire cost of over £1000.00 – 3 quotes

(Continue on a separate page if necessary)

Total Project Cost £

Please give a detailed explanation of all **‘IN KIND’** contributions

7. Other Funding

(a) Have you applied for, or received, grants from any other body for your project/activity?

YES/ NO

(b) Are you using this application as match funding from other funding bodies?

YES/ NO

If yes, please give details to whom and for how much:

| BODY | AMOUNT REQUESTED | AMOUNT RECEIVED | IF NO AMOUNT RECEIVED TO DATE PLEASE EXPLAIN WHEN EXPECTED |
|------|------------------|-----------------|--|
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(continue on separate page if required)

PLEASE INDICATE THE PRESENT AMOUNT OF FREE FINANCIAL RESERVES YOU HOLD. (Uncommitted or unrestricted funds):

£

How many bank accounts does your Group operate (or Sub-Group)?

NB: These must be at least dual signatory accounts.

Please list all assets if valued over £5000.00.

| | |
|--|--|
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(Continue on separate page if required)

10. Declaration

I confirm that the organisation named in Question 1 of this application form has authorised me to sign this agreement on its behalf. I certify that the information given in this application is true and confirm that the enclosures are current, accurate and adopted or approved by our organisation. I understand that any offer of grant will be subject to the Barrhill Community Interest Company's (BCIC) full terms and conditions and confirm that the organisation has authorised me to accept this grant if the application is successful and to repay it if the grant conditions are not met. I have not altered or deleted the original word and structure of this application form as it was originally provided or added to it in any way.

NAME (Block capitals) _____

POSITION IN ORGANISATION _____

SIGNED _____ **DATE** _____

COMPLETED FORM TO BE SUBMITTED TO ANY BCIC BOARD DIRECTOR

For further information, advice or assistance please contact any BCIC Board Director or contact the BCIC by email at bcicbarrhill@yahoo.co.uk

If you are successful in your Grant Application, the BCIC would appreciate a written report on the event/group/organisation/activity for which this grant has been used (including photographs please). This report will be used by the BCIC for inclusion in the BCIC Newsletter and in any administrative requirement to report on the BCIC Grant Programme.

Submissions should be sent to bcicbarrhill@yahoo.co.uk

By accepting this Grant Payment you agree to submit a written report as requested.



BARRHILL COMPANY INTEREST COMPANY

This form to be completed when application approved and funds received by applicant

Organisation to be funded:

Project to be supported:

Grant amount:

Application approval date:

The grant, provided at the start of the project, is subject to the acceptance of all terms and conditions attached to this application.

I agree to all terms and conditions of this application:

Applicant's name:

Position in organisation:

Signature:

Date:

Please submit your acceptance of this funding to any BCIC Board Director