Empower Sunderland Local Community Fund Application Form

Section 1 – Your details	
Your name/name of your group/organisation:	
Name of legal entity and registered office address:	
Company/Charity number (if relevant):	
How long has your organisation been established?	
How is it currently funded?	
Operational address:	
Telephone numbers: Landline:	
Mobile:	
E-mail address:	
Website:	
Main contact person:	
Position in group/organisation:	

Contact details for correspondence (if different from above):

Second contact details for correspondence (if different from previous page):

Please tick which one of the following best describes your group/organisation.

☐ **Formal** – an organised group that has a governing document in place and usually an elected committee or volunteers who carry out specific roles.

☐ **Informal** – a group of unpaid people without a committee who want to organise an activity/ event etc.

Please tell us briefly what your group or organisation does and what your annual turnover is: (If possible please provide a copy of your last annual accounts)

Does your organisation have Public Liability Insurance? (please tick)
☐ Yes ☐ No
If so, please provide a copy

If your group works with children, young people or vulnerable adults, do you have a Safeguarding Policy in place? (please tick) ☐ Yes ☐ No
If so, please provide a copy

We may be able to signpost or support your group/organisation to obtain or find out more information on the above.

Section 2 – Details of your project/activity and cost

How much grant funding are you requesting?	Amount £ VAT £ Total amount £
Total cost of the project/activity/resources, including VAT	£
Total match funding secured, including VAT if applicable* (please provide details below)	£

Does your organisation reclaim VAT on goods and services?
Yes ☐ No ☐

Which category(ies) does it fall under? (please tick as appropriate)

- ☐ Projects which will create alternative energy sources for use in the local community.
- ☐ Projects which will deliver a reduction of energy consumption in the local community.
- ☐ Projects which will reduce or reverse negative social and/or environmental impacts in the local community.

*Match funding – please advise who you have approached, the amount requested and when a decision will be known.

Who else have you approached?	How much have you requested?	Date you will have a decision if successful

Please provide a description of your project/activity and what you intend to use the funding for if successful. Please also tell us why we should fund this activity, including any benefits, impacts and risks and if one off funding or a phased release funding is required.

If relevant, please provide a copy of a current lease and written permission from the building owner to go ahead with the project. If your lease has less then 5 years remaining, please also provide details of renewal options.

Please provide a breakdown of how the project will be delivered and by whom. Please also provide copies of the three quotes and any other survey information you have received from companies you have consulted with.

What key monitoring information would you be able to provide for us in your 12 month evaluation and how would any financial savings be used?

When will your project/activity start
(and, where applicable, end)?

Where will your project/activity take place?
(is it city-wide or in a particular area or neighbourhood?)

How many people will benefit?

Declaration

I confirm that I am authorised to sign this declaration and confirm that, to the best of my knowledge, all information is accurate.
I understand that additional information may be requested at any stage of the application process and I have also signed a copy of the Empower Sunderland Terms and Conditions.

Signature: _____

Name/position: _____

Date: _____

Notes:

If you or someone you know would like this information in large print, on CD or in Braille then please contact us.

If you or someone you know would like this information in another language, then please contact us. Interpretation services are available.

যদি আপনি বা আপনার জানা-শোনা কেউ এই তথ্য অন্য কোন ভাষায় পেতে চান, তাহলে দয়া করে আমাদের সঙ্গে যোগাযোগ করুন। দোভাষী পরিষেবা পাওয়া যাচ্ছে। (Bengali)

如果您或您認識的人希望此信息是其它語言，請與我們聯繫。口譯服務可提供。(Cantonese)

اگر شما و یا شخص دیگری که شما میشناسید مایل هستید این اطلاعات را به زبان دیگری دریافت نمائید، لطفاً با ما تماس حاصل کنید. خدمات ترجمه موجود می باشد. (Farsi)

如果您或您认识的人想要本信息以另外一种语言版本提供，那么就请与我们取得联系。我们同时还提供口译类服务。(Mandarin)

Jeśli Państwo, lub jakaś osoba, którą Państwo znają, chcieliby otrzymać te informacje w innym języku, proszę się z nami skontaktować. Dostępne są także usługi tłumacza ustnego. (Polish)

For enquiries, please contact Gillian Smith on:
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