



**When did your organisation start (exact date)?**

**Does your organisation have a set of rules/terms of reference or constitution?**

**Are you:** (Please tick all those that apply)

A new organisation?

A registered Charity?

Applying for charitable status?

Other (please state)

Charity number

**Are you:**

A locally managed organisation?

Part of a larger regional or national organisation?

This does not include where you pay membership subscriptions or affiliations to a national body.

If your organisation is a part of a larger regional or national organisation please provide details:

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

Full-time paid staff/workers

Part-time paid staff/workers

Management Committee

Volunteers and helpers

**What policies do you have in place?**

**Please give us a brief description of your project you want us to fund**

Name of Project

Description of Project

Who will benefit from your project?

What difference will it make? (Outcome)

**Please give us the timescale of your project**

Start

Finish

**What is the need for your project and why is this important to your community?**

**How will you know if you have achieved what you set out to do?**

**Which geographical area (Electoral Ward(s)) will you be working in?**

**Who will benefit from your project?** Please tick as many boxes as apply

Male	<input type="checkbox"/>	Early Years	<input type="checkbox"/>
Female	<input type="checkbox"/>	Children	<input type="checkbox"/>
People in Rural Areas	<input type="checkbox"/>	Young People	<input type="checkbox"/>
People in Urban Areas	<input type="checkbox"/>	Adults	<input type="checkbox"/>
People with Disabilities	<input type="checkbox"/>	Older People	<input type="checkbox"/>
Other (Please describe)	<input type="text"/>		

**Please tell us which ethnic groups your network benefits by ticking the appropriate boxes in the tables below:**

White British	<input type="checkbox"/>	Asian or Asian British – Indian	<input type="checkbox"/>
White Irish	<input type="checkbox"/>	Asian or Asian British – Pakistani	<input type="checkbox"/>
White Other	<input type="checkbox"/>	Asian or Asian British – Bangladeshi	<input type="checkbox"/>
Mixed White and Black Caribbean	<input type="checkbox"/>	Asian or Asian British – Other	<input type="checkbox"/>
Mixed White and Black African	<input type="checkbox"/>	Black or Black British - Caribbean	<input type="checkbox"/>
Mixed White and Asian	<input type="checkbox"/>	Black or Black British - African	<input type="checkbox"/>
Mixed Other	<input type="checkbox"/>	Black or Black British - Other	<input type="checkbox"/>
Chinese	<input type="checkbox"/>	Any Other Ethnic Group	<input type="checkbox"/>
Other (Please describe)	<input type="text"/>		

**Approximately how many people will benefit from this grant?**

**Do you have a bank account in your organisation's name?**

Yes / No

**Income?**

You must have an income of less than £30,000 per annum (as an average over the last 3 years) – please attach evidence (i.e. Income & Expenditure statements or Profit & Loss statements)

Evidence attached:  
Yes / No

**Have you ever received grant funding before from us or any other Grassroots Grants funder?** This will not affect the outcome of this application

Yes / No

**Have you ever received grant funding before from any other funding source?** This will not affect the outcome of this application

Yes / No

**Have you, or are you applying to more than one Local Funder for a Grassroots Grant?** Please note that you cannot receive more than £5,000 from Grassroots Grants. If you receive more than £5,000 from one or more Local Funders you will have to return all Grassroots Grants funding over £5,000 to the relevant Local Funder(s).

Yes / No

If yes, please provide details.

**How much money are you applying for?**

£

**Is this money for new work, or to continue funding existing work? (Please tick the relevant box)**

For new work

For existing work

**Your project's budget**

Please provide details of costs for your project. If any of your costs do not fit into these headings please list them in "other costs". Tell us in the "description of costs" column what each item is and how much it is costing.

Type of cost	Description of cost	Total cost £ (incl. VAT)
<b>Staff and volunteer costs</b> e.g. salaries		
<b>Operational/activity costs</b> e.g. equipment or venue hire food/refreshments, childcare		
<b>Office, overhead, premises costs</b> e.g. rent, postage telephone/fax, heating/lighting/water		
<b>Capital costs</b> e.g. computer equipment photocopier		
<b>Publicity costs</b> e.g. designing and printing publicity material		
<b>Other Costs</b> (please specify)		
<b>Total</b>		

**If the total of your project budget is higher than the amount requested, how much has been raised so far?**

Total cost of your project

£

Amount requested from us

£

How much has been raised so far?

£

If there is a shortfall how do you intending funding this?

**Will you need help from us to make sure that your project is a success?**

Sometimes organisations need help to do new things. This will not disadvantage you during the application process. We'd just like an idea now, if you might need help once funded.

Yes

No

If yes, please explain what help you think you will need:

**Bank Details**

Account Name:

Bank / Building Society:

Bank / Building Society address:

Sort Code:

--	--	--	--	--	--

Account No

--	--	--	--	--	--	--	--

**Declaration**

We agree to abide by the terms and conditions of the grant as they are set out in this application form and in the accompanying guidance, and understand that any offer of a grant will be subject to our proposed work remaining within grant criteria. We agree to participate in monitoring, auditing and evaluation related to this fund.

Our signatures confirm our acceptance of these conditions.

**Signatures of applicants**

**Organisation Chair or Secretary**

Signature <i>please sign</i>	
Name <i>please print or type</i>	

**Committee Member**

Signature <i>please sign</i>	
Name <i>please print or type</i>	

**Voluntary Action North East Lincolnshire is registered to hold data under the Data Protection Act 1998**

**The Freedom of Information Act 2000**

The Freedom of Information Act gives members of the public the right to request any information that we hold. Where can third parties get information about your project/organisation? (For example, your website)

[Empty text box for providing information about where third parties can get information about the project/organisation]

**Checklist, have you enclosed:**

This signed and completed application form?	<input type="checkbox"/>
Your organisation's set of rules/terms of reference/constitution (signed & dated)?	<input type="checkbox"/>
Evidence of your income for the last 3 years?	<input type="checkbox"/>
Any additional papers you used to answer the questions above?	<input type="checkbox"/>

**What next?**

Please ensure that you have completed all sections of the application form, have the enclosures ready (see the above checklist) and then send to:

Grassroots Grants Manager  
Voluntary Action North East Lincolnshire  
14 Town Hall Street  
Grimsby  
DN31 1HN