Early Help and Asset Based Community Development Grants

Covid-19 Community Response and Recovery Grant Application Form

This application form should be completed with the Early Help and Asset Based Community Development Grants - Covid-19 Community Response and Recovery Grant Principles.

Please state how much money you will be requesting from Cheshire East Council in your application form. E.g. £210
We cannot guarantee to award the full amount requested.

Grant Category	Max.Grant	Amount Applied for
Covid-19 Response and Recovery Grant	£5,000	

Enter your **Organisation name and address** as it appears on your governing document.
The main contact for the application must be the person that submits the application and must have knowledge of, and be able to talk about your organisation and service.
The secondary contact for the application must be a senior member of your committee and different from the main contact for the application.

1. Organisation and Contact Details

Organisation Name:	
Address:	
Postcode:	
Main Contact Name:	
Telephone Number :	
Email address:	
Secondary Contact Name	
Secondary Contact telephone number:	
Secondary Contact Email:	

Which geographical area(s) does your organisation cover?

How long has your organisation been established?

Does your organisation:	Yes/No?
Have a governing document?	
Have an organisation bank account?	
Have a safeguarding policy	

When explaining what the grant you are requesting is required for, please be specific about what you want to do and consider the proposals within the Covid-19 Community Response and Recovery Grant Principles document.

Refer to section 2.8 of the Covid-19 Community Response and Recovery grant principles document for things that cannot be funded.

2. Your Project/Service

Project/Service Outline – What will your project/service do and what outcome are you expecting it to achieve?:
(Maximum 200 words)

When explaining how you have identified the need for your service, tell us what evidence you have to show that the project is needed and if you have consulted with the people who will benefit from the project.

How have you identified the need for this project/service?: (Maximum 200 words)

What will you spend the grant money on? Please provide brief details and full expenditure of the service.

3. Projected Costs

Details: *Example: Volunteer expenses*	Cost: *£50*
Total:	

Please tell us if you have received support from other organisations towards this service

Organisation: *Example: Parish Council*	Amount: *Example: £500*

If you are successful, payment will be made directly into your bank account.
The bank account must be in the **same name as the organisation applying** and as shown on your governing document.

4. Bank Details

Please state your bank account name, sort code and account number:

Account Name:

Account number: Sort Code:

Read the data protection statement and **tick the box** or follow the link if you are **happy to receive future communications** from us such as our Connected Communities newsletters, funding alerts and local area information. We will never share your details with third parties.

5. Data Protection and Communications

Please ensure that you read this section before submitting your application.

Part or all of the information you supply to us will be held on computer. This information will be used for the administration of grant applications and for statistical analysis. Copies of this information will be given, where necessary, to individuals we consult with when assessing applications and for monitoring grants. You have the right to view information we hold on you and to have any errors or inaccuracies corrected.

We would like to contact you from time-to-time to provide information relevant to you such as funding bulletins and our newsletter. The General Data Protection Regulation requires us to ask for consent to contact you by email. If you are happy for us to do this please tick this box ☐ If you do not tick this box we will not include your details on our database.

Alternatively, please follow the link to add yourself to our Connected Communities Mailing List which will allow you to specify which area you would prefer to receive information about.

Please ensure that you read the Early Help and Asset Based Community Development Grant - Covid-19 Community Response and Recovery Grant Principles document as you will be accepting the terms and conditions contained within this document when signing your application form.

The application must be signed and dated by the same person that you have detailed in section 1 of the application.

6. Declaration

I hereby certify that to the best of my knowledge all the information contained within this application is correct and I confirm that I understand, agree and accept the terms and conditions of the grant as set out in the Covid-19 Community Response and Recovery Grant Principles Document.

Signature: Print name:

Date:

7. Submitting Your Application

Before submitting your application you must tick all the boxes below to confirm that:

☐ You have answered **all** questions on the application form.

☐ You understand that if you make any seriously misleading statements (whether deliberate or accidental) at any stage during the application process, or knowingly withhold any information, this could make your application invalid and you could be liable to repay the grant to the Council.

☐ If we make a conditional offer, you will supply all relevant information and accept that we may withdraw the grant offer if this is not adhered to.

☐ You have read and are able to comply with the terms and conditions of the grant, which are set out in the Covid-19 Response and Recovery Grant Principles document and that you understand that any grant offer will be made subject to your confirming that you understand, agree and accept those terms and conditions.

Application forms should be returned:

By email:
communitygrants@cheshireeast.gov.uk

If you have any questions concerning your application please visit www.cheshireeast.gov.uk/communitygrant, or use the email address above.

Applications will be reviewed as they are received and you will be informed of the outcome of your application approximately 2 weeks after the closing date.

OFFICIAL