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**Sustainable Development Grants**

**Grant Application Form for Organisations**

**This Application From is for organisations only**

**Please Read the Sustainable Development Grants Information and Guidance**

**before completing this form**

To apply for a grant please complete this form and send it to us with:

1. The governing document (constitution, memorandum & articles, or rules) of your organisation.
2. The most recent accounts of your organisation.

A recent bank statement is acceptable if you are a new group.

1. **Tell us about your organisation**

|  |  |
| --- | --- |
| **Organisation name** |  |
| Address |  |
| Website |  |
| Facebook |  |
| Twitter |  |

**Contact for this application**

|  |  |
| --- | --- |
| Name |  |
| Position |  |
| Telephone / Mobile |  |
| Email |  |

**Aims and Activities of Your Organisation**

|  |
| --- |
| What does your organisation do and who do you support?  |
|  |

**Where did you hear about the Sustainable Development Grants?** (Please X)

|  |  |
| --- | --- |
| Word of Mouth  |  |
| Direct Email  |  |
| Inverclyde Community Fund Website  |  |
| Social Media (Facebook/Twitter/LinkedIn)  |  |
| CVS Inverclyde  |  |
| Local Press  |  |
| Previously received a grant from ICF |  |
| Other, (please detail below)  |  |

**Organisation Bank Account Details**

|  |  |
| --- | --- |
| Name of Bank |  |
| Branch Address |  |
| Account Name |  | Postcode |  |
| Account No. |  | Sort Code |  |

1. **Tell us about your project / activity**

|  |
| --- |
| Which sustainable development priorities does your project or activity address? (Please X all that are relevant) Your project must address at least 1. |
| The environment |  |
| Renewable energy |  |
| Energy efficiency |  |
| Sustainable Development - community or society |  |
| Sustainable Development - the economy |  |
| Sustainable development - culture |  |

|  |
| --- |
| What would you like to do with the grant? Please describe your project or activity.  |
|  |
| What difference will your project or activity make?  |
|  |
| Why do you think it will make a difference? |
|  |
| Who or what will benefit from your project or activity? |
|  |
| What will the grant pay for? Please provide an estimate of all costs. |
|  |
| What is the total cost of your project or activity? | £ |
| How much grant are you requesting from us? | £ |
| When will your project or activity start? |  |
| When will your project or activity finish? |  |

1. **Referee**

Please provide the name and contact details of an independent referee who knows your organisation well and supports this application. The referee must not be connected to your organisation. We will take up this reference.

|  |  |
| --- | --- |
| Name |  |
| Position & organisation (if appropriate) |  |
| Address  |  |
| Telephone / mobile |  |
| E-Mail |  |
| In what capacity does this referee know your organisation? |  |

1. **Declaration**

In signing below:

* I confirm that I have authorisation from this organisation to apply for a grant.
* I confirm that any grant awarded will only be spent as described in this application.
* I confirm that the referee is aware of and supports this application for a grant.
* I agree to complete an end of grant report when requested.
* I declare that I have not knowingly provided false or misleading information above.
* I’m happy to support promotion of the Inverclyde Community Fund should my application be successful.

|  |  |
| --- | --- |
| Signature |  |
| Print Name |  |
| Position | Chairperson / Secretary / Treasurer / Trustee / Other |
| Date |  |

1. **Sending Your Application**

Please send the following documents by email to: **apply@inverclydecommunityfund.org**.

1. Your completed application form in Word format. Please do not send the application form in PDF format
2. The governing document (constitution, memorandum & articles, or rules) of your organisation.

The most recent accounts of your organisation.

A recent bank statement is acceptable if you are a new group.

If you are unable to email your application and supporting documents, you can post or deliver them in person to:

Inverclyde Community Fund

c/o Inverclyde Community Hub

75-81 Cathcart Street

Greenock

PA15 1DE



Tel: 01475 866140

Email enquiries: trustees@inverclydecommunityfund.org