

EDUCATION AND SKILLS
Community and Culture

Community Development Grants Scheme

For groups and organisations seeking support
through Area Committees

APPLICATION FORM

Before completing this form, please take time to read the
Notes of Guidance and Conditions of Grant provided.
Please complete this form in **BLOCK CAPITALS** and in black ink.

Once completed, please return this form, together with the appropriate
documentation to:

Performance Grants Information Officer
Education and Skills
Community and Culture
Community Development Team
St. John's Primary School Base
Morrison Avenue, Stevenston, KA20 4HH

FOR OFFICE USE ONLY

Reference:	
Client Group:	



NORTH AYRSHIRE
COUNCIL

SECTION 1 - GENERAL INFORMATION

1. TITLE AND ADDRESS OF ORGANISATION

Name: _____

Address: _____

Tel No: _____

2. NAME AND ADDRESS OF SECRETARY OR CONTACT PERSON

Name: _____

Address: _____

Position: _____

Tel No: _____

3. NAME AND ADDRESS OF ONE OTHER OFFICE BEARER

Name: _____

Address: _____

Tel No: _____

4. NOTE OF WHERE, WHEN AND HOW OFTEN ORGANISATION MEET?

Where:	_____
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When:	_____
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How often	_____
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5. BRIEF DETAILS OF ORGANISATION

- (a) Numbers who attend regularly _____
- (b) Geographic area/s covered (please list) e.g. Garnock Valley, 3 Towns, Arran, Irvine, Kilwinning, North Shore, North Ayrshire wide:

- (c) Section of community catered for e.g. young people, elderly etc.

6. PLEASE USE ONE OF THE FOLLOWING CATEGORIES TO DESCRIBE YOUR ORGANISATION

- | | | | |
|-----------------|--------------------------|-----------------|--------------------------|
| Arts | <input type="checkbox"/> | Sports | <input type="checkbox"/> |
| Community Group | <input type="checkbox"/> | Playscheme | <input type="checkbox"/> |
| Gala | <input type="checkbox"/> | Festival | <input type="checkbox"/> |
| Other | <input type="checkbox"/> | (Please state:) | _____ |

7. MEMBERSHIP DETAILS

- (a) How many members aged 18 & under _____
Aged over 18 _____
- (b) How many members live within North Ayrshire _____
- (c) Is there any restriction on membership: **Yes/No**
Please specify: _____

8. DO YOU HAVE AN EQUAL OPPORTUNITIES POLICY? Yes/No

9. ANNUAL RATE OF SUBSCRIPTION:

- | | |
|-----------------|---------|
| Junior | £ _____ |
| Adult | £ _____ |
| Family | £ _____ |
| Senior Citizen | £ _____ |
| Unemployed | £ _____ |
| Other (specify) | £ _____ |
-

SECTION 2 – JUSTIFICATION FOR GRANT

10. BRIEF BACKGROUND OF GROUP/ORGANISATION (WHEN STARTED, AFFILIATIONS, ACHIEVEMENTS TO DATE):

Date Group Established:	
Affiliations:	
Achievements:	

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11. WHAT DO YOU HOPE TO ACHIEVE WITH THIS GRANT, AND HOW WILL IT BENEFIT THE LOCAL COMMUNITY?

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12. PLEASE GIVE ANY OTHER INFORMATION IN SUPPORT OF YOUR APPLICATION:
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FOR FESTIVALS/EVENTS ONLY:

13. THIS SECTION MUST BE COMPLETED BY ALL FESTIVAL, GALA AND SPECIAL EVENT ORGANISATIONS:

(a) Name of Event and Venue(s):

Event: _____
 Venue: _____

(b) Date(s) of Event: _____

(c) Please attach a full event programme including any admission charges.

(d) Please attach a full account of your anticipated income and expenditure for the period of your Festival, Gala or Special Event.

(e) Is the organisation a member of the North Ayrshire Festival Forum? Yes/No

Please also ensure that Questions 14 and 15 are completed.

SECTION 3 – FINANCIAL DETAILS

14. AMOUNT OF GRANT SOUGHT/FINANCIAL DETAILS:

(a) Amount of grant sought from North Ayrshire Council: £ _____
 (b) Total cost of the project £ _____
 (c) Other sources of funding:

Source	Amount
_____	£ _____
_____	£ _____
_____	£ _____

15. BREAKDOWN OF ITEMS BEING BOUGHT WITH GRANT:

ITEM	COST
_____	£ _____
_____	£ _____
_____	£ _____
_____	£ _____
_____	£ _____
_____	£ _____
_____	£ _____
_____	£ _____
_____	£ _____
_____	£ _____
_____	£ _____

16. DETAILS OF EACH INDIVIDUAL GRANT RECEIVED FROM NORTH AYRSHIRE COUNCIL OR OTHER FUNDING BODIES IN THE PAST TWO YEARS, AND HOW THESE WERE SPENT. IN THE CASE OF COUNCIL GRANT AWARDS PLEASE SPECIFY THE SECTION MAKING EACH AWARD GIVING DATE AND AMOUNT.

Awarding Body	Amount Received	Awarding Body	Amount Received
	£		£
	£		£
	£		£

17. INSURANCE DETAILS:

Does the group have insurance to cover items purchased? Yes/No (delete as appropriate)

Name of Insurance company: _____
 _____ Policy No: _____

18. MONEY HELD BY ORGANISATION:

What is the total amount of money currently held by the organisation? _____ £

What is this money to be used for?

19. BANK DETAILS:

(a) Name and Address of Bank: _____

(b) Title of Bank Account: _____

(c) Account Number

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Sort Code:

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SECTION 3 – FINANCIAL DETAILS (Continued)

20. Applications will not normally be considered unless all sections of the application are complete, and the following information received. Please tick the following boxes to indicate the adherence to the grant conditions or submission of information.

- The most recent audited accounts of your organisation **covering a full financial year.**
- A copy of your most recent bank statement/book.
- A copy of your Constitution or Articles of Association.
- Copy/copies of quote/s for grant aid requested**
- My organisation is adhering to best practice in terms of its Equal Opportunities Policy.

DECLARATION

On behalf of, and as authorised by:

(insert name of group) _____

I confirm that North Ayrshire Council's Conditions of Grant are acceptable to the Organisation and will continue to be binding in the event of any subsequent changes in office bearers.

I also confirm that, should a grant be awarded, this Declaration should be taken as an Acceptance of Grant.

Signature: _____

Name (print) _____

Position: _____

SECOND OFFICE BEARER

Signature: _____

Name (print) _____

Position: _____

Appendix 1: North Ayrshire Council Single Outcome Agreement 2011/2012

Tick each box that is relative to your application: (more than one box may be ticked)

Tackling Worklessness

1a	Transport links to and from North Ayrshire have improved.	
1b	North Ayrshire is a more attractive tourist destination.	
1c	North Ayrshire is a more attractive place to do business.	
1d	North Ayrshire has more of an enterprise culture.	
1e	Community capacity has improved.	
2a	More people are in work or training.	
4a	Levels of educational attainment and achievement have improved.	
4b	More young people are leaving schools for positive destinations.	
7b	Fewer people are living in poverty.	

Tackling Health Inequalities

5a	Opportunities to support the positive development of vulnerable young children have increased.	
6a	Health and well-being throughout life have improved.	
6b	Health inequalities have reduced.	
6c	The harmful effects of alcohol and drug misuse are reduced (shared outcome).	
6d	More vulnerable people are supported within their own communities.	
6e	People are more active more often.	
8a	More children and young people live in a safe and supportive environment.	

Tackling Community Safety

6c	The harmful effects of alcohol and drug misuse are reduced (shared outcome).	
9a	Fear of crime and antisocial behaviour has reduced.	
9b	Levels of crime and antisocial behaviour have reduced and crimes being detected have increased.	
9c	Road safety has improved.	
9d	Fire safety has improved.	