

Bromsgrove District Council – New Homes Bonus Application for Grant £5,000 to £17,400 (maximum)



APPLICATION FORM

Please complete ALL sections of the form; it is not sufficient to refer to attached information. Where questions are not applicable please insert “n/a” in the space provided and explain why. Please refer to the Application Pack for guidance. **The closing date for receipt of all applications is 5.00 pm on Friday 29th May 2015. No late applications will be accepted under any circumstances.**

GRANT CODE:/15 Total Cost of Project:

Amount of grant applied for: [For Office Use Only]

1. CONTACT DETAILS

GROUP/ORGANISATION:

PERSON SUBMITTING THE APPLICATION:

POSITION IN ORGANISATION:

Address:

..... Post code:

Telephone number: Day: Evening:

Is your organisation aware you are submitting this application? YES NO

How did you find out about the grant scheme:

2. ELIGIBILITY & PROJECT DETAILS

Please evidence how your community has been affected by growth and is therefore eligible for a NHB Grant (including the details of any relevant housing development):

Please describe in 500-1,000 words (maximum) the details of your project, its business plan, the community need and demand and how they will benefit for it. You should also include details of how the project will address the impact of growth on your community.

Project title:

Description:

(500-1,000
Words max)

When will your project: Start: Finish:

Please attach evidence of local need for this project (e.g. letters, petition, etc)

What are the tenure arrangements for land or property affected by your project?

.....

How long has the lease left to run?

Have you got all necessary permissions (e.g. planning; Environment Agency) for this project to go ahead? YES NO

Provide a full breakdown of the project, item costs and sources of funding. Describe each item and its funding source. If NHB Grant Scheme is to fund the item enter BDC as the source.

Item	Cost
Total	

What will you do if you get less funding than you asked for from the Council?

.....

Will part or all of your project still go ahead if the Council is unable to give you all the funding that you have applied for?

Please tell us what you could achieve if only part of the funding was awarded.

.....

3. GROUP/ORGANISATION DETAILS

If your group or organisation is a branch of, or is affiliated to, any other organisation, please provide details:

Organisation name:

Headquarters' address:

.....

Does your organisation have its own bank account? YES NO

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Is your organisation a registered charity? YES NO

If YES, please provide your registration number:

Is your organisation VAT registered? YES NO

If YES, please provide your VAT registration number:

How many years has your organisation been in existence?

Briefly list your organisation's main aims and objectives:

.....
.....
.....

Please provide the following information about your users (individuals):

resident in Bromsgrove District

resident outside the District

Aged under 18: female male female male

Aged over 18: female male female male

Total: female male female male

4. STRATEGIC PURPOSES FOR 2015

Please state which of the Council Strategic Purposes you believe your project relates to:

.....

5. PROJECT COSTS

What is the total cost of the project? £.....

What amount of grant are you applying for? £.....

How would you use this grant?

.....
.....

How do you intend to provide the balance of funds required for the project?

.....

How many volunteer hours will you contribute to the project?

Please give details of any other financial assistance requested for this project or grants or funding support your organisation has previously received from the District/Parish Council.

Source	Amount requested	Application status

6. SUPPORTING INFORMATION

What are your organisation’s finances and balances?

As at /...../2015 the organisation’s balances were £.....

Have any of these funds been committed for anything else? YES NO

If yes, how much and for what? £.....

Please enclose any other information that will support your application (for example: background to the project, details of local support/need for the project, how you intend to involve the community, benefits to Bromsgrove District residents, partnerships, etc).

Ensure the following information is enclosed with this form and tick off all items provided. If you are not enclosing everything requested you MUST explain why as this may invalidate your application.

- Application Form for Grants
- Community Projects Form
- Audited, or independently verified, balance sheets and revenue accounts for the past two years –required from Parish Councils as well as other applicants. **If this is not yet available please supply interim accounts or balance sheet.**
- Copy of your organisation’s Rules and Regulations and/or Constitution
- Copies of estimates relating to work for which a grant is sought.
- Where appropriate, plans of proposed work.
- Evidence of local need for the project.

Please feel free to include any other relevant information in support of your application, for example photographs. *The Council reserves the right to request further information if required.*

Signed: Date:

THE CLOSING DATE FOR ALL APPLICATIONS IS 5.00 p.m. on Friday 29th May 2015. Application forms will not be accepted after this date under any circumstances.

7. PAYMENT DETAILS

If your organisation is granted a New Homes Bonus award, the Council will transfer the money direct to your bank account using the Bankers Automated Credit System (BACS). The BACS system is quicker and more secure; you will receive by post a remittance advice slip advising you when the payment will be made. To ensure swift payment of your grant, please provide us with the following information:

Bank Details	
Account Name	
Account Number	
Bank Sort Code	
Bank or Building Society Name	
Building Society Roll Number (if applicable)	